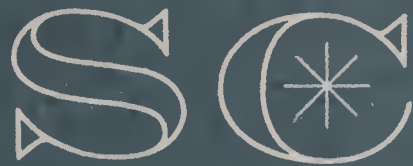


GRADUATE SCHOOL OF BUSINESS
AND
SCHOOL OF BUSINESS

I S S U E 1 9 6 8 - 1 9 6 9



THE UNIVERSITY
OF SANTA CLARA
BULLETIN



JULY 10, 1968

SERIES III NUMBER II

SANTA CLARA • CALIFORNIA • 95053

**GRADUATE SCHOOL OF BUSINESS
AND
SCHOOL OF BUSINESS**



SERIES III

1968

NUMBER II

Application to mail at second-class postage rates pending at Menlo Park, California. Published four times annually in July.

Office of Publication: Peninsula Lithograph Company, 4085 Campbell Avenue, Menlo Park, California 94025
Change of address form No. 3579 should be sent to Peninsula Lithograph Co., 4085 Campbell Avenue, Menlo Park, California 94025

UNIVERSITY OF SANTA CLARA BULLETINS

Colleges of Humanities and Sciences	No. I
Schools of Business	No. II
School of Engineering	No. III
School of Law	No. IV

published annually in July

The above publications are available by writing to:

**THE REGISTRAR
UNIVERSITY OF SANTA CLARA
SANTA CLARA, CALIFORNIA 95053**

SECTION I

INTRODUCTION AND GENERAL INFORMATION

CONTENTS

SECTION I

Calendar (1968-69)	5
Purpose	8
Educational Philosophy	10
Historical Perspective	11
Location	15
The Campus	15
The University Library	15
The Santa Clara Plan	16
Divisions of the University and Curriculum	17
Foreign Studies	22
Where to Write	23
Admission Procedure	25
Student Life	29
Placement Bureau	30
Student Health Service	31
Student Conduct	31
Student Government	32
General Housing	33
Counseling Services	33
Map	34-35

SECTION II

Accreditations and Memberships	38
Board of Trustees	40
Board of Regents	41
Administration	42
Michel Orradre Library Staff and other libraries	43
Military Science	45
Admission into Advanced ROTC	45
ROTC Camp	46
Financial Assistance Program	46
Two-Year ROTC Program	47
Conditions Governing Enrollment	48
ROTC Deferment	48
Commission in U.S. Army Reserve and Regular Army	48
Course Descriptions	50
Reserve Officers' Training Corps Faculty	51

Summer Session	52
Extension Division	52
Academic Requirements and Regulations	
Course Requirements	56
Marking System	57
Repetition of Courses	57
Withdrawing from Courses	57
Entering New Courses	57
Transfer Credit	57
Incompletes	58
Academic Probation, Suspension, Disqualification, Reinstatement	58
Student Activities	59
Written Examinations	59
Withdrawal from the University	59
Military Science Enrollment	59
Challenging Courses	60
Auditing Courses	61
Attendance	61
Graduation	61
Graduation Honors	62
Changing Courses, Major, School or College ..	62
Rights Reserved	62
Student Expenses	63
Method of Payment	64
Refund of Tuition	65
Refund of Room and Board	66
Deferred Payment Plans	66
Loans	66
Jobs	67
Student Publications	67
Associated Students	67
Religious Organizations	67
National Societies	68
Departmental Organizations	69
Athletics	71
Scholarships	72
Description of Scholarships	74
Jesuit Scholarships	79
General Achievement Awards	79
College Prizes	79
Departmental Prizes	80
Section III	85

1 9 6 8



SEPTEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30
..

OCTOBER						
S	M	T	W	T	F	S
..	..	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31
..

NOVEMBER						
S	M	T	W	T	F	S
..	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
..

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31
..

1 9 6 9

JANUARY						
S	M	T	W	T	F	S
..	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	..
..

FEBRUARY						
S	M	T	W	T	F	S
..	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	..
..

MARCH						
S	M	T	W	T	F	S
..	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31

APRIL						
S	M	T	W	T	F	S
..	..	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30
..

MAY						
S	M	T	W	T	F	S
..	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
..

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30
..

UNIVERSITY CALENDAR 1968-69*

FALL QUARTER

Sept.	16	Monday	Registration, School of Law.
Sept.	17	Tuesday	Instruction begins School of Law.
Sept.	16-20	Monday-Friday	Registration, Graduate School of Engineering.
Sept.	18-19	Wednesday-Thursday	Freshman Tests and Orientation.
Sept.	20	Friday	Freshman Registration.
Sept.	20	Friday	Registration, Graduate Arts Students.
Sept.	23	Monday	General Registration (Sophomore, Junior, Senior).
Sept.	23	Monday	Graduate Engineering Instruction begins.
Sept.	24	Tuesday	Undergraduate Instruction begins.
Sept.	25	Wednesday	Registration, Graduate School of Business.
Sept.	26	Thursday	Graduate Business Instruction begins.
Sept.	30	Monday	Last day for late registration and for the adding of courses.
Oct.	9	Wednesday	Last day for filing for candidacy for graduate degrees to be conferred December, 1968.
Oct.	21	Monday	Last day for seniors to file for candidacy for graduation in 1969.
Oct.	25	Friday	Undergraduate Deficiency grades announced.
Oct.	25	Friday	Last day to file petition for Fall Quarter Ph.D. qualifying & field examinations for School of Business.
Oct.	31	Thursday	Last day to withdraw from courses.
Nov.	1	Friday	All Saints Day: academic and administrative holiday, except for Graduate Students.
Nov.	20	Wednesday	End of academic pre-planning for Winter and Spring Quarters
Nov.	28-29	Thursday-Friday	Thanksgiving recess.
Dec.	2	Monday	Classes resume.
Dec.	9-13	Monday-Friday	Fall Quarter Examinations.
Dec.	16-20	Monday-Friday	Registration, Graduate School of Engineering.
Dec. 13-Jan. 3			Christmas recess.
Dec.	17	Tuesday	Fall Quarter grades due.
Dec.	27	Friday	Registration, Graduate School of Business.

WINTER QUARTER

Jan.	2	Thursday	Graduate Business and Engineering Instruction begins.
Jan.	4	Saturday	Undergraduate Registration.
Jan.	6	Monday	Undergraduate Instruction begins.
Jan.	10	Friday	Last day for late registration and for adding of courses.
Jan.	17	Friday	Last day for fulfilling language requirements for Graduate degrees.
Jan.	31	Friday	Last day to file petition for Winter Quarter Ph.D. qualifying and field examinations for School of Business.
Feb.	3	Monday	Registration for School of Law.
Feb.	4	Tuesday	Instruction begins School of Law.
Feb.	7	Friday	Undergraduate Deficiency grades announced.
Feb.	14	Friday	Last day to withdraw from courses.
Feb.	21	Friday	Last day to file for J.D. degree to be conferred in June, 1969.
Mar.	3	Monday	Last day to file for candidacy for graduate degrees to be conferred in June, 1969.
Mar.	12-13	Wednesday-Thursday	Winter Quarter Examinations.
Mar.	14-15	Friday-Saturday	
Mar.	20	Thursday	Winter Quarter grades due for graduate and undergraduate students.
Mar.	16-23	Sunday-Sunday	Spring recess.

SPRING QUARTER

Mar.	17-21	Monday-Friday	Registration, Graduate School of Engineering.
Mar.	21	Friday	Registration, Graduate School of Business.
Mar.	24	Monday	Undergraduate Registration.
			Graduate Business and Engineering Instruction begins.
Mar.	25	Tuesday	Undergraduate Instruction begins.
Mar.	31	Monday	Last day for late registration and for the adding of courses.
Apr.	4	Friday	Good Friday: academic and administrative holiday.
Apr.	7	Monday	Classes resume.
Apr.	18	Friday	Last day for filing with Graduate Committee final draft on theses for graduate degrees to be conferred in June, 1969.
Apr.	25	Friday	Last day to file petition for Spring Quarter Ph.D. qualifying & field examinations for School of Business.
Apr.	28	Monday	Undergraduate Deficiency grades announced.
May	2	Friday	Last day to withdraw from courses.
May	7	Wednesday	End of academic pre-planning for Fall Quarter.
May	21	Wednesday	Last day to file undergraduate pre-registration forms.
June	2-6	Monday-Friday	Spring Quarter examinations, Graduate Division, School of Business.
June	4-7	Wednesday-Saturday	Spring Quarter examinations.
June	9	Monday	Senior & Graduate Arts grades due, 12 noon.
June	13	Friday	Registration, Graduate School of Business.
June	14	Saturday	118th Commencement.
June	16	Monday	Spring Quarter grades due.
			Graduate Business Instruction begins.
June	23	Monday	Summer Session begins.

All dates are inclusive dates.

Undergraduate final examinations always given in first four days of indicated dates.

*Holidays and examination dates listed herein may not apply to the Law School. Please consult the bulletin boards.



the Purpose

The University of Santa Clara might make the eloquent but vain promise that a college education prepares a person for whatever crisis he finds contemporary. But if the University is a seeker after truth, it would be inconsistent to make so sweeping, if attractive, a promise. Rather, we would answer with Cardinal Newman, in his *Idea of a University*:

"If then a practical end must be assigned to a university course, I say it is that of training good members of society. Its art is the art of social life, and its end is fitness for the world. . . . A university is the great ordinary means to a great but ordinary end; it aims at raising the intellectual tone of society, at cultivating the public mind, at purifying the national taste. . . . It is the education which gives a man a clear conscious view of his own opinions and judgments, a truth in development of them, an eloquence in expressing them, and a force in urging them. . . . He is at home in any society, he has common ground with any class: he knows when to speak and when to be silent; he is able to converse, he is able to listen. . . . He has a gift which serves him in public, and supports him in retirement, without which good fortune is but vulgar, and with which failure and disappointment have a charm."



Thus, while Santa Clara promises no resounding, triumphant solutions to the problems which beset the world, it remains confident that its efforts are excellently geared to the production of the balanced person.

PATRICK A. DONOHUE, S.J.
President

our concept of Education

A private institution of higher learning ever must keep a challenging goal before it. It must make the firmest commitment to intellectual enlightenment as it progresses toward the elusive objective of excellence in rapidly changing times. Further, the institution with a religious affiliation must include in its aim a strong intellectual dedication to God and the advancement of the Judaeo-Christian ethic.

As an institution founded on high moral principles and, because of its size, one with a marked degree of adaptability to the changing needs and influences of civilization, the University of Santa Clara views its role in higher education as one of academic leadership. The word "mass" has no place in the Santa Clara context. Each student is, and always will be, treated as an individual with individual aspirations, interests, enthusiasms, and problems. His teachers will always be competent, thorough, interested in him personally, and will have, insofar as such conditions are practical, no distracting nonacademic avocations.

For his part, the faculty member at Santa Clara considers the teaching of students an ennobling career and makes no apologies for it. He recognizes that research—the search for truth—is part of the teaching function but not the sole aim. The dissemination of truth through publications and the teaching of the students who attend the University are equally important objectives which differentiate a University from such other similar social institutions as hospitals and commercial research institutes. One of the faculty member's primary pedagogical concerns is to maintain a professional competence in his field. His interest must be alive, current, exciting. He strives to create an abrasive intellectual atmosphere both in and outside the classroom. He sees his profession not just as a job of teaching, but as an obligation to involve himself deeply and personally in the academic, cultural, and spiritual growth of his students. He listens, counsels, and instructs them; he wrests from them the best they have to offer.

The administration recognizes that much of the success of its mission rests on creating an environment that encourages a spirit of individual inquiry and creative thought. Thus, the faculty member enjoys a wide latitude of academic and religious freedom. Other than the requirement that he maintain a nonantagonistic attitude toward Catholic beliefs and practices, he is free to follow his own religion.

The University will always endeavor to provide the best possible physical and professional atmosphere. It maintains its physical plant in the best possible condition, limited only by the generosity of its supporters in supplying the free funds essential to a private institution. Because there is this limiting factor, the University of Santa Clara will never place more emphasis on bricks and mortar than it does on the people for whom they are only tools. The faculty member and student shall always come first.

HISTORICAL PERSPECTIVE

The United States of America and the University of Santa Clara had their origins almost simultaneously.

Less than six months after the signing of the Declaration of Independence, near the site of the present city of Santa Clara, the Franciscan padres, de la Pena and Murguia, planted the cross marking the eighth of the original twenty-one California missions. The date was the 12th of January, 1777.

Three-quarters of a century elapsed before Santa Clara College opened its doors as an institution of higher learning, but in the intervening years Mission Santa Clara de Asis had served as a spiritual guidepost and mission school for the Indians.

During this early period, the Mission was destroyed—first by flood and later by earthquakes and fire. The campus surrounds the site of the Mission which was rebuilt in 1822. An adobe structure, which has become the faculty club, was part of the 1822 enclave.

These were tumultuous times for California and for Mission Santa Clara. The first half of the nineteenth century saw it deteriorate from the wealthiest of all the Spanish Franciscan Missions, with thousands of head of livestock and vast lands under cultivation, to several decaying buildings and less than an acre. A combination of factors contributed to the dwindling holdings and diminishing influence of the Mission: first, the Mexican war with Spain, which dragged on from 1810 to 1821, eventually resulted in a decree that all Spaniards must leave Mexican territory. Even though it took years for the order to reach Mission Santa Clara, the Spanish Franciscans were finally replaced with Mexican Franciscans in 1833.

The Mexican padres did their best to maintain the vast holdings, but the money from crops and livestock, the "pious fund" used to operate the Missions, was under constant threat of confiscation by the new government. The lands were to be returned to the Indians, who had little talent for farming.

Nevertheless, the "Garden of the World," as the Santa Clara Valley was known, offered great attraction to American settlers, and by the time California had been won from Mexico in 1848, the area had been heavily repopulated. The Gold Rush, begun by the discovery at Sutter's Mill, briefly decimated the population again, but stability shortly returned to the area, and by 1849 the State Constitution was ratified and San Jose enjoyed a brief moment of early glory as California's first capital when California was admitted to statehood in 1850.

This was the setting in which the new Santa Clara College was established a year later. The Right Reverend Joseph Sadoc Alemany, O.P., the new Bishop of the San Francisco Diocese, recognized the need for an institution of higher learning to serve the growing popula-

tion and determined, at the same time, to save the historic, decaying Mission.

With only \$150 and some inspiring words of encouragement, John Nobili, a Jesuit priest, was asked to become pastor of the Mission and to start a college. What Nobili that year had termed “. . . the germ only of such an institution as we would wish to make it and as the wants of the community will require . . .” has grown into a full-fledged university with total assets of more than \$40,000,000 and a budget in excess of \$8,000,000 annually.

But when Santa Clara College opened its doors more than a century ago, a faculty of two taught sixteen students. Just three years later, the faculty outnumbered that first student body, and 102 students were enrolled. And then as now, in the words of Nobili, “. . . it is a Catholic school, yet those of other Faiths are admitted also, and their religious opinions are not interfered with. . . . To cultivate the heart . . . a care of morals, no less than intellectual improvement, are duties kept sacredly in view. . . .”

The fortunes of the “Mission School” were inextricably tied up with those of California. Reflecting the needs of the times, when the state was filled with prospectors and farmers, the opinions of the Departments of Metallurgy, Agriculture and Horticulture were much sought after as arbiters of final authority. With time, these have passed into history, and new departments have sprung up to take their place.

The College grew and prospered. It waited until just before World War I before it felt it had merited the title “University” with which it had been chartered in 1851. The new name was coincident with the founding of the Colleges of Engineering and Law, which had previously been departments offering a handful of courses.

In 1926, a College of Business Administration opened its doors as the University reflected the urban growth around it and presaged a transition from agriculture to industry yet to come.

The period before World War II was one of relative stability. Ricard Observatory was built, and the new Bergin Hall opened its doors to law students for the first time. It was a time when Santa Clara became a football power, and a “Bronco” athletic tradition was born.

When the veterans of World War II returned to campuses all over the country, the University and the San Francisco Bay Area were on the threshold of a new era. A tremendous population influx had begun, and, with it, industrialization dramatically increased its tempo.

Student enrollment has more than tripled since World War II—from 880 to 2800 undergraduates. In the Fall of 1967, graduate students, a relatively new group since the mid-1950's, numbered about 1800.

In the first postwar decade, a new administration building; two

dormitories, Walsh and McLaughlin Hall; and deSaisset Art Gallery were built with private funds. Later, the first three units of the Sullivan Engineering Center were also completed and a Law Library was completed in 1963, a gift of Edwin A. Heafey.

Aside from several dormitory buildings, the three most impressive additions to the campus in recent years are the Benson Memorial Center for students, completed in 1963; the Michel Orradre Library, which opened in the summer of 1964; and the Edward J. Daly Science Center, which was completed in early 1966. Swig Hall, a men's dormitory of eleven stories and a capacity of 466 also opened in 1966. In 1967 the School of Business headquarters was completely rebuilt at a cost of \$850,000. Benson Center contains student, faculty and guest dining rooms; a coffee shop, a bookstore, a barbershop, lounges, student offices, and such recreations as bowling and pool.

The Orradre Library adds nearly three acres of floor space to the campus and has a capacity of 300,000 volumes.

Inasmuch as all undergraduates who do not live with parents or other adult relatives must live on campus, the University maintains dormitories. There are six for women and six for men.

They provide as homelike an atmosphere as possible within the framework of the University's educational requirements. Three swimming pools are available. Upper-classmen are encouraged to select their roommates, that as much as possible personal preferences may be served. This privilege is not accorded freshmen. No dormitory space is available for graduate students.





LOCATION

The University of Santa Clara is 46 miles from San Francisco near the southern tip of the Bay. Railroad and bus and car transportation by freeway places the renowned cultural and entertainment centers of San Francisco, Berkeley, Oakland, and Marin County within one hour's travel. In the opposite direction are the beaches of Santa Cruz, and less than two-hours drive from the campus is the world-famed Monterey Peninsula and Carmel.

The University is accessible by all major railroads, by major airlines via San Francisco International Airport, and by United Airlines, PSA and Pacific Airlines at San Jose Airport—about three miles from the campus.

THE CAMPUS

Santa Clara's campus has grown almost as dramatically as its enrollment. An increasing number of its new buildings are being placed across El Camino Real (or "King's Highway") opposite the original campus. Varied buildings cover its sixty-seven acres, but, despite the blending of early Spanish Colonial architecture with modern convenience and utility, the campus has lost none of the serenity or charm with which it was originally endowed well over a century ago. The well-kept lawns and lush gardens reflect the richness of the soil and the temperate climate of the Santa Clara Valley, which was once called the "Garden of the World." The campus is set with immense redwoods, includes spruces, sycamores, and olive trees, and is lined with tall date palms.

MICHEL ORRADRE LIBRARY

In August, 1964, the holdings of the Varsi Library were transferred to the new and spacious Michel Orradre Library, named in honor of one of the principal donors, the Orradre Family.

The new building, as completed to date, will hold 300,000 volumes and is designed to contain 600,000 volumes when further installations are made in the partially completed lower level.

As in the former Varsi Library the open shelf plan is continued in the Orradre Library with special service areas grouped around the central core of the edifice. The Library is an official depository for both State and United States Government Documents.

The Library is open seven days a week for a total of 85½ hours per week for the convenience and assistance of faculty, graduate and undergraduate students.

On the fourth of September 1966, the holdings of the Michel Orradre Library in Biology, Chemistry and Physics were transferred to the new branch Science Library in the new Edward Daly Science Center.

Named after Mr. Frank Gentles, this collection will service the science departments in the immediate area for study and research.

THE SANTA CLARA PLAN



The academic calendar and curriculum has undergone an extensive reorganization at the University. Instituted in the Fall of 1964, its aim was both to simplify and to strengthen a student's program.

Briefly, the Santa Clara Plan divides the academic year into three eleven-week terms and limits the number of courses a student takes each term to three or four.

The Plan is a variation of the "Three-Three" method of education which is a recent innovation in other outstanding liberal arts colleges, such as Dartmouth, Carleton, and Occidental. "Three-Three" simply means a student takes three courses in each of three terms.

The most important departure from the "Three-Three" plan is that freshman and sophomore students will take four courses at most each term, instead of three. They may take a minimum of twenty-two lower-division courses. This addition was designed to ease the student's transition from high school and to help him establish effective study habits before he reaches upper-division work. In his junior year, he will enter the standard "Three-Three" program, taking only three courses per term, which will require a marked degree of independent study on his part.

Each student's classes will meet four times each week on Monday, Tuesday, Thursday, and Friday. When he graduates, each student will have taken a minimum of forty courses and a maximum of forty-two, all of equal length. The unit system of credit traditionally used has been eliminated, and the student is able to concentrate on a few subjects at a time in depth. Under the traditional system, he would have taken approximately twice as many courses at any given time.

The Santa Clara Plan affords the opportunity for each student to supplement classwork by independent, but directed, research to the end that both the quality and the scope of his education is enhanced.

When the program was first announced, Rev. Patrick A. Donohoe, S.J., President of the University, said, "The goal we seek is to produce a responsible citizen, armed with fundamental knowledge, an inquiring mind, and enough good habits of self-discipline to last him a lifetime."

DIVISIONS OF THE UNIVERSITY AND CURRICULUMS

Santa Clara offers varied undergraduate and graduate curriculums. In the three undergraduate colleges the programs are:

- *College of Humanities* —

Education, English, French, History, Philosophy, Spanish, Theatre Arts. Honors in most of the preceding areas.

- *College of Sciences* —

Biology, Chemistry, Economics, Mathematics, Physics, Political Science, Psychology, Social Science, Sociology. Honors in several of these major fields.

- *School of Business* —

Accounting, Economics, Finance, Marketing, Management, and Statistics.

- *School of Engineering* —

Civil, Electrical, and Mechanical Engineering.

Post-graduate and professional programs are offered in the following schools:

- *School of Law* —

- *School of Sacred Theology, Alma College* —

Graduate and professional programs are offered in Business Administration, Engineering, English, History, Education, Teacher Education, Law, and Theology.



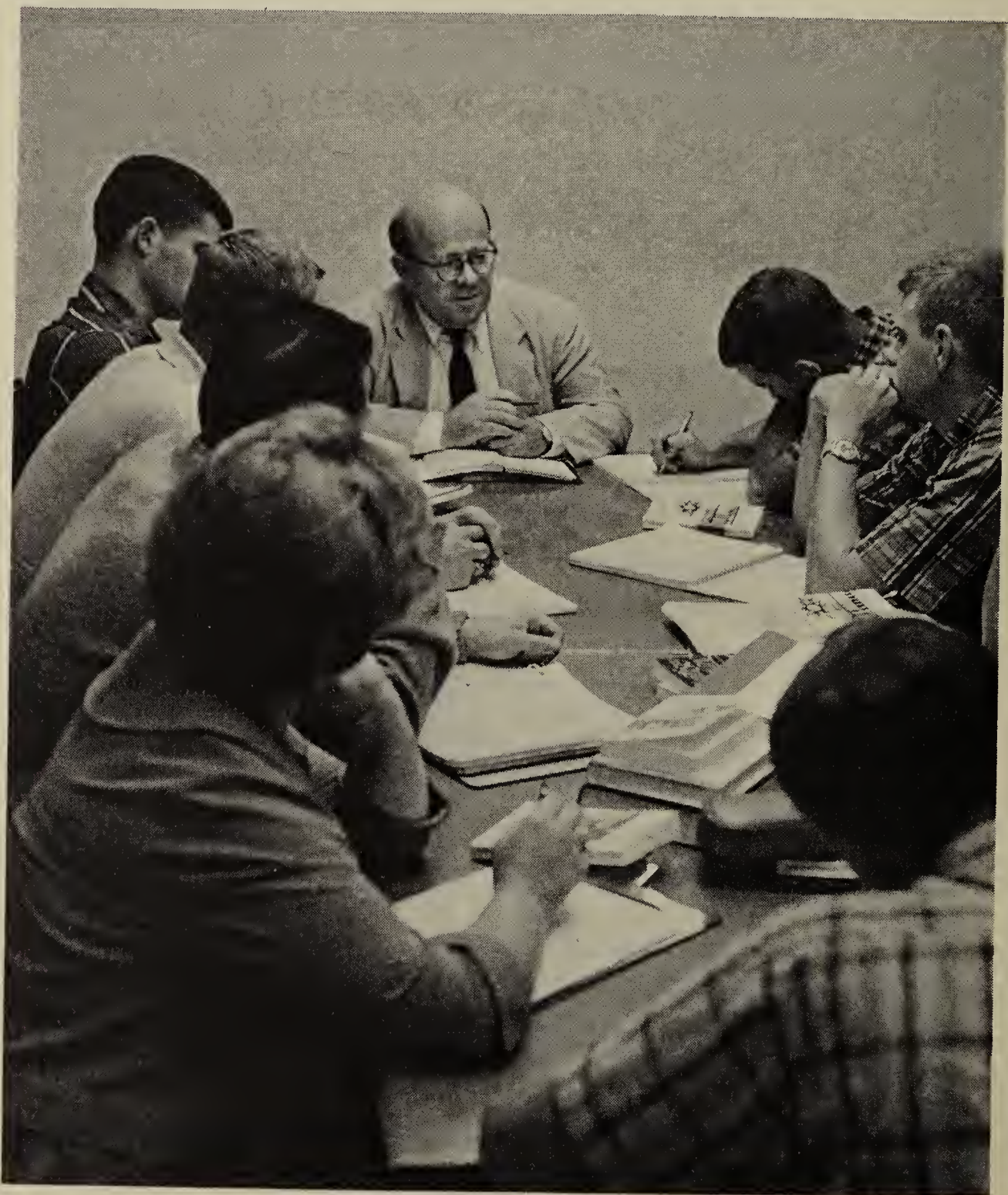
SCHOOL OF SACRED THEOLOGY

Alma College, the school of theology of the California and Oregon Jesuit Provinces, is affiliated and accredited with the University as the University's School of Sacred Theology.

The School of Theology is accredited by Western Association of Schools and Colleges as a constituent school of the University. Registration is at present limited to members of the Society of Jesus in preparation for the priesthood.

THE COLLEGES OF HUMANITIES AND SCIENCES

Liberal education is the sort that “enables each man to think as well as his native powers permit.” This liberal education is composed of experience in the humanities, mathematics, natural sciences, social sciences, philosophy, and theology, and is designed to provide general enlightenment about nature and man. Because this enlightenment is indispensable to a rich human life, the curriculum of the Colleges of Humanities and Sciences satisfies both the student certain of his or her future career choice and the student seeking a broad educational experience before making such a choice. For the former, the Humanities and Sciences curriculum includes preparation for a variety of professional training and for graduate education.



THE SCHOOLS OF BUSINESS

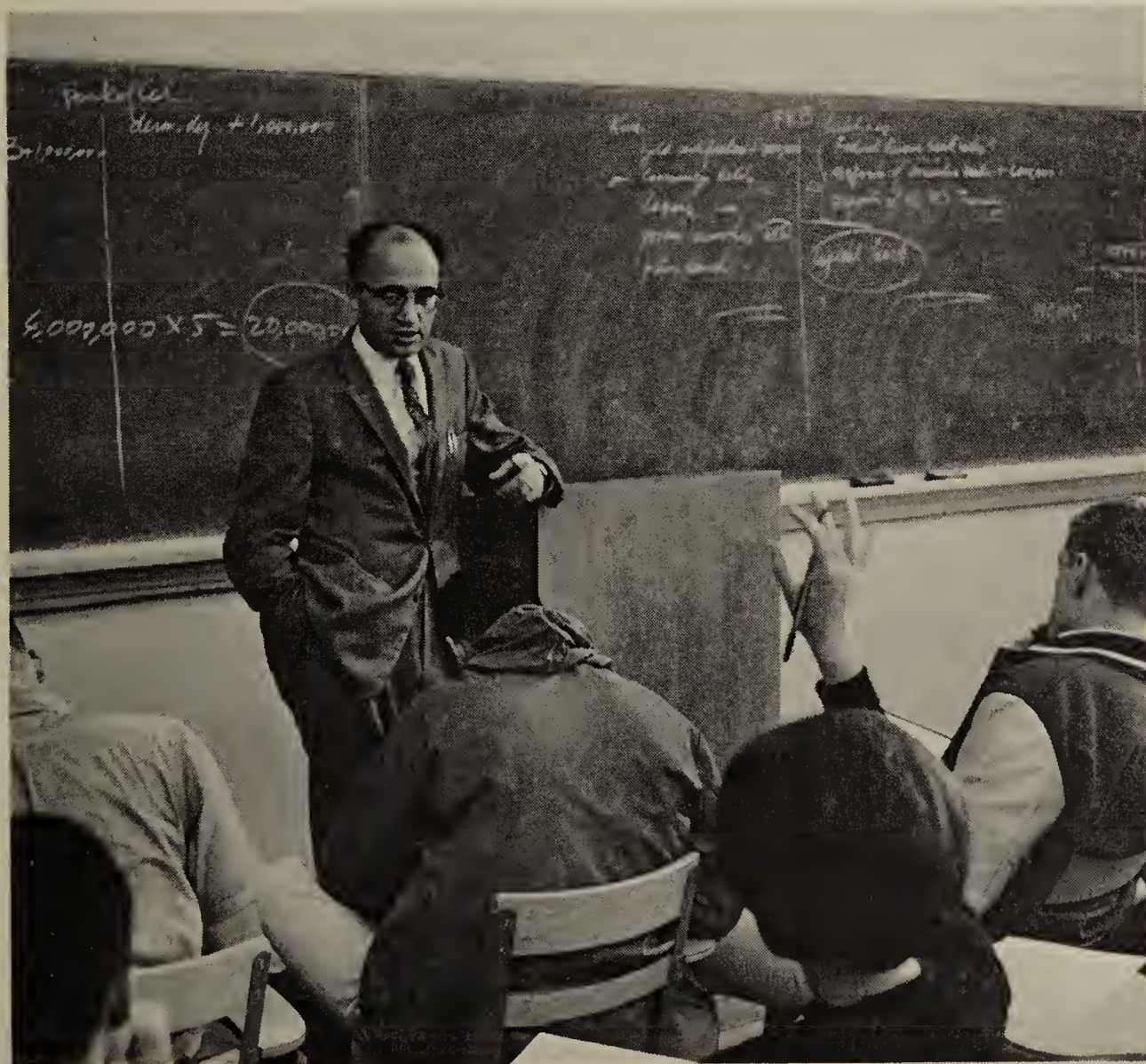
The primary objective of the Undergraduate School of Business is to supply professional training for those who are aiming at responsible positions in corporations, their own business, professional organizations serving business, and governmental agencies.

Cases, problems, and discussions supplement the lecture method of instruction, and in the student's first two years, the fundamentals of English, mathematics, economics, accounting, speech, and philosophy prepare him to analyze and study the technical and special problems of business. During the junior and senior years, the program is arranged so that every student will include study in the major business functions.

Courses in ethics, philosophy, and science provide the student with the broad principles necessary for dealing with the industrial system in its social relationships.

In the *Graduate School of Business* the Master of Business Administration and Doctor of Philosophy Degrees are offered.

Both the Graduate School of Business and the School of Business are accredited by the American Association of Collegiate Schools of Business.



THE SCHOOL OF ENGINEERING

Beyond an undergraduate program in Engineering, a wide range of opportunities exists in the profession of engineering. This vista is becoming increasingly broad because of the rapid expansion of technology in today's society, and the influence of technology on many activities in business and industry.

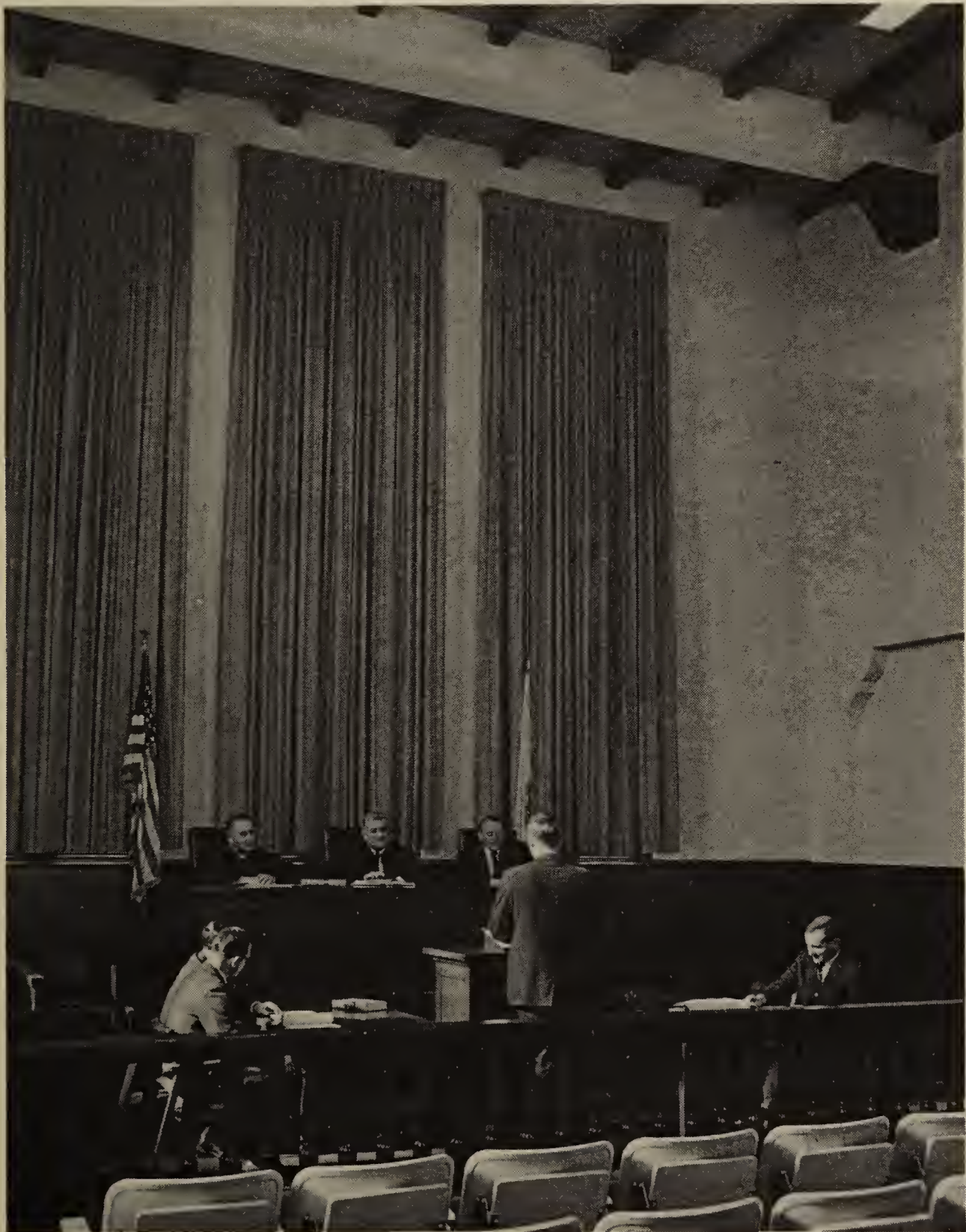
At Santa Clara, programs are available in civil engineering (relating to structural and sanitary works and works which have to do with water and transportation), mechanical engineering (concerned with propulsion, power generation, explosions of all types, heating, refrigeration and air conditioning, and structure subject to motion), and electrical engineering (design, construction, and operation of equipment for generation, transmission, and utilization of electrical energy).

Since its inception, the School of Engineering has felt that the undergraduate program primarily must include course work which is considered fundamental to all engineering with a minimum of specialization in the separate branches.



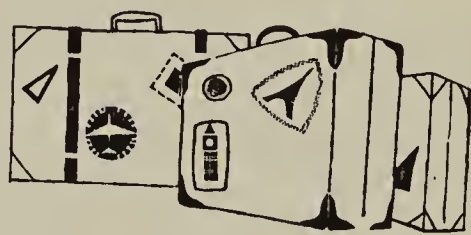
THE SCHOOL OF LAW

The University of Santa Clara Law School has as its objective the preparation of men and women for the legal profession. The program stresses the development of professional responsibility and the perfection of legal skills. This involves not only the acquisition of a working knowledge of the principles of law but also the training of the student to "think like a lawyer." A basic technique in this education is the case method, in which the student is confronted with actual problems in the law and is assisted in learning how to solve them in a systematic and professional way.



FOREIGN STUDIES

Because of many cultural and academic advantages, Santa Clara students are encouraged to spend their junior year abroad. Because of its affiliation with the Institute of European Studies, students may study at Freiburg, Madrid, Nantes, Paris or Vienna. One year of language study or a demonstrated competence in the language is required to participate in this program. Santa Clara credit is given for work done at any of these campuses. In addition, the University is also affiliated with the Loyola (Chicago) Rome campus. To enroll in any of these programs, the approval of the Director of Foreign Studies is required.



INFORMATION ON ADMISSIONS

REQUIREMENTS

The following high-school courses are required of students applying for admission to the University as freshmen:

Course	Number of Units	
	Arts and Business Majors	Science and Engineering Majors
Algebra	1	2
English	3	3
History	1	1
One foreign language	2	2
Plane geometry	1	1
Laboratory science	1	2 **
Trigonometry	—	—½
Optional*	7	4½
Total	16	16

* Optional courses must be in advanced foreign language, mathematics, laboratory science, or other solid college-preparatory courses.
** Chemistry and Physics.

WHERE TO WRITE

There is a central mail room on the campus to which all mail addressed to The University of Santa Clara, Santa Clara, California (95053) is delivered. Mail for student residence halls must be addressed to their respective locations. It will expedite delivery on the campus to specify the following as indicated.

Correspondence relating to the
general interest of the University:
Very Reverend Father President

Communications regarding
curriculum, scholastic problems,
degree problems:
*The Dean of the particular school
or the Academic Vice-President*

Admission Blanks and Entrance
Requirements:
Director of Admissions

Alumni Affairs:
*Executive Secretary, University
of Santa Clara Alumni Association*

Athletic Program:
Director of Athletics

Bulletins and Catalogues:
Director of Admissions

Diplomas and Graduation:
Registrar

Residence Accommodations and
Student Housing:
*Dean of Men
Dean of Women*

Foreign Students:
Director of Admissions

Gifts, Grants and Bequests:
Director of Development

Graduate Study:
Director of the Graduate Division

Jesuit Faculty Residence:
Father Minister

Personal Welfare and
Health of Students:
*Dean of Men
Dean of Women*

Placement and Employment:
Placement Office

Publicity:
News Director

Readmissions:
Registrar

Scholarships:
Office of Financial Aids

Student Loans:
Office of Financial Aids

Teacher Certification and
Placement:
Director of Teacher Education

Transcripts, Student Records:
Registrar

Tuition, Payment of Bills,
Refunds:
Comptroller



ADMISSION PROCEDURE

The prospective student should:

1. File his application and service fee of \$15.00 with the Admissions Office, University of Santa Clara. (Application forms may be obtained from that office.)
2. Submit personal evaluation form (to be completed by an official of his school) to the Admissions Office. Form accompanies application papers.
3. Request his high school to send a transcript of his work immediately after the fall semester of his senior year to the Admissions Office, University of Santa Clara.
4. Take the scholastic aptitude test of the College Entrance Examination Board and request that his test scores be sent to the University of Santa Clara. In addition to the SAT, students applying for Chemistry, Physics, Mathematics, and Engineering must take achievement tests in Math – Level I and in two of the following: Chemistry, Physics, and English Composition. Information on locations and dates of these tests can be obtained by writing College Entrance Examination Board, Box 1025, Berkeley, California 94701, or Box 592, Princeton, New Jersey 08540.
5. Make sure all of the above are completed and in the hands of the Admissions Office by March 1. Late applications will be accepted if possible, but full consideration cannot be guaranteed. (*Application deadlines for transfer and graduate [Humanities] students are: Fall Term—August 1; Winter Term—December 1; Spring Term—March 1.*)

EARLY DECISION PLAN

Students who have earned a 3.5 out of 4.0 average in the first three years of high school may apply for admission, after their sixth semester. Their applications should specifically state their request for early decision and should be accompanied by transcripts and personal evaluation. College Board scores should be submitted during the junior year or in the summer before the senior year.

ADVANCED PLACEMENT

The University is a participant in the advanced placement program of the College Entrance Examination Board. Students desiring consideration for such placement or credit should take the College Board Advanced Placement Examinations given in May of each year. On re-

ceipt of the scores on these examinations, and other evidence presented in this procedure, action will be taken and notification will be sent to the applicant, usually in August preceding the enrollment.

ADMISSION OF FOREIGN STUDENTS

Candidates for admission who come from foreign countries must, in addition to the Scholastic Aptitude Tests (required of *both* freshmen and transfer applicants), present a score in the Test of English as a Foreign Language, given by the Educational Testing Service. This test is administered on several dates during the year, at test centers throughout the world. Information and applications for this test may be obtained by writing: Test of English as a Foreign Language, Educational Testing Service, Princeton, New Jersey, U.S.A. 08540. In order to be issued Immigration Form I-20, applicant must be accepted as a full-time credit student working for a degree.

ADMISSION OF SPECIAL STUDENTS

Students not having entrance requirements may be admitted as special students if they are persons of mature age whose experience and test results reflect the ability to do college work. No one will be admitted directly from a secondary school to the status of special student except in extraordinary cases.

Such special students are not candidates for a degree, but they may become candidates by doing satisfactory college work. Registration is for one or two terms. At the end of that time they either discontinue their work or become regular students.

ADMISSION TO ADVANCED STANDING (*Transfers*)

Transfer students who were acceptable for admission as freshmen to the University at the time of their graduation from high school may be admitted to advanced standing if they have at least a 2.0 grade-point average in transfer courses at the last college attended and an over-all 2.0 grade-point average in all transfer courses attempted. Proof of eligibility, as above described, must be supplied by the applicant.

Students who, for academic reasons, were not acceptable for admission as freshmen at the time of graduation from high school may be admitted to advanced standing if they have completed, in any approved college, at least 30 semester units of transfer courses with better than average grades.

READMISSION

Former students of the University who wish to re-enroll must apply for readmission. To do this, students who have not attended another

college or university since they last attended Santa Clara should file an application with the Office of Admissions, indicating their activities during their absence from Santa Clara. Students who have attended another institution in the interim should follow procedures for transfer applicants: submit an application form, recommendation forms, and transcripts of all work done since they last attended Santa Clara.

Deadlines for applicants for readmission, in both cases covered above, are same as for transfer applicants: Fall term—August 1; Winter term—December 1; Spring term—March 1.

GRADUATE ADMISSIONS

For information on admission to graduate work, write to the dean or the director of the graduate division, or school, involved.

DEGREE REQUIREMENTS

Degree requirements in the various curricula are found in the appropriate sections of the catalog. Besides the subject matter requirements, the undergraduate colleges and schools and divisions demand at least an over-all C average and, in addition, a C average in the courses of the major.

COSTS

Tuition totals \$1,620 for the three-term academic year. Students who live on campus pay an additional \$1,065 for meals and housing. Additional expenses of perhaps \$500 a year would include books, laundry, and other essentials. The expenditures for clothing, social activities, transportation, and other needs are commensurate with the appetites of the individual. Specific University fees are tabulated in Section II, page 63, of this publication.

FINANCIAL AIDS

Financial assistance at the University of Santa Clara is awarded on the basis of demonstrated leadership and character, superior academic record, and financial need. Assistance generally is categorized as scholarships, loans, deferred payment plans, and jobs. Please refer to the section on Undergraduate Regulations for details concerning Financial Aids.

GRADUATE FINANCIAL AIDS

Inquiries regarding assistantships, fellowships and scholarships should be addressed to the Dean of the school concerned.



STUDENT LIFE

Membership in groups and participation in extracurricular life are encouraged as such activity can be a valuable adjunct to the education of the Santa Clara man or woman. Although freshmen should limit their activities somewhat, they will readily find clubs whose purposes will correspond to their interests.

The Associated Students plan and administer an extensive social program which ranges from class- and group-sponsored picnics to more formal dances in prominent hotels, often in San Francisco. The University's proximity to San Francisco also allows it to bring the more famous personalities in the intellectual, cultural, and entertainment world to its campus.

Each student will find that the personal touch is very much a part of the Santa Clara tradition. Freshman Week is planned with the idea of helping new students to become familiar with the various phases of campus life. A large representation of upperclassmen will be on hand to meet with new students and to assist with the problems particular to incoming students. Special counseling and orientation plans for upper-class transfer students take place prior to registration. The Fall Homecoming Weekend, scheduled for early October, is not only a highlight of the social calendar but also serves as an excellent way for students to become acquainted with each other and with the alumni.

The personal approach does not end with Freshman Week, nor is it restricted to student relationships. Faculty seminars in dormitory lounges and informal get-togethers provide a relaxing medium for discussion and enjoyment.

The University feels that an active cultural and social program is an essential part of the educative process. Accordingly, the Student Council and various organizations, under the supervision of the Dean of Men and the Dean of Women, execute an extensive and varied activities program.

The major intercollegiate sports are football, baseball, and basketball; other sports are tennis, water polo, golf, wrestling, soccer, swimming, and rugby. A full complement of intramural sports allows any student to participate.

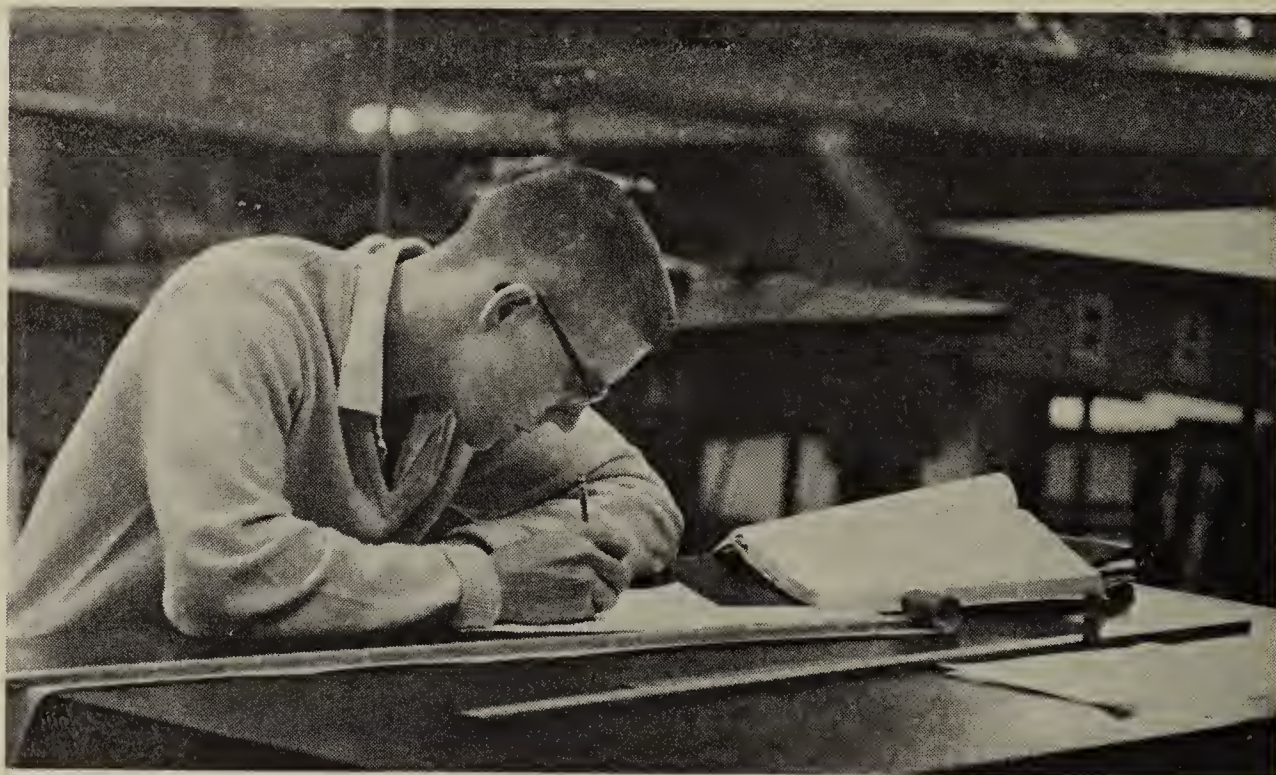
The University maintains a program of recreational activities for women, under a Director of Women's Recreation. Golf, tennis, swimming, water-safety and life saving, bowling, and many other active sports are included. Participation is open to all students according to interests and time limitations.

Although Santa Clara has grown rapidly in the last few years, it retains a friendly atmosphere and a personal relationship environment for which it is famous. This is a vital part of student life and an essential part of the University's particular kind of education.

Students participating in public debates, oratorical or dramatic arts contests, or representing the University in intercollegiate athletic events, or appointed to the staff of any University publication, or elected or appointed to office in the student government, a student organization or society, are subject at the time of their selection or appointment, to the following eligibility rules:

1. They must have no failures.
2. They must have attained a "C" average in their mid-term or term examinations.
3. They must not be on probation for academic or disciplinary reasons.

In addition, candidates for the office of student body president must have a "C+" (2.5) average.



PLACEMENT BUREAU

The Placement Bureau, in the Benson Memorial Center, serves as a clearinghouse of information for seniors and maintains schedules of visits by business and governmental employment representatives. The schedules are distributed to all seniors, and a wide range of literature on career and job opportunities is available in the Placement Bureau for graduating students.

The Placement Bureau also assists students who wish to apply for part-time work during the school year and for vacation jobs. Students who desire such work during the school year should file their applications and qualifications at registration time.

STUDENT HEALTH SERVICE

The Student Health Service is located in the Donohoe Infirmary on the University Campus and is under the supervision of the Director of Medical Services for the University of Santa Clara.

All full-time undergraduate students and full-time law students are eligible for medical care under the following conditions:

1. The Student Health Service has a physician in attendance from 8 A.M. to 12 Noon, Monday through Friday while classes are in session. Visits to the Student Health Service during these hours should be made by calling the Infirmary for an appointment. At all other times while the University is in session, medical care is available in cases of bona fide emergencies. The Student Health Service may be contacted through the Infirmary or the University switchboard operator. With the exception of drugs, laboratory work and X-ray, no fee is charged to students utilizing the service.
2. Drug prescriptions may be filled at the University-designated pharmacy; the student will be billed for such prescriptions by the University. Prescriptions may, of course, be filled at any pharmacy but in that case, it is the student's responsibility to make financial arrangements with the druggist of his choice for payment of the prescription.
3. X-rays, laboratory work, general hospital charges, consultations by physicians other than the University physicians and medical care rendered at a general hospital (with the exception of emergency room visits by one of the University physicians) will be charged to the student.
4. In-patient care is available to undergraduate resident students only, at no charge.
5. All students, of course, have the right to obtain medical care outside of the services offered by the Student Health Service, but in that case, the financial obligation for such care is the responsibility of the student.

All students are required to have a pre-entrance health examination by their personal physician. The results of such an examination are to be reported to the Student Health Service on the form designated by the University on or before the date of registration.

STUDENT CONDUCT

The problem of conduct is a serious charge on the institution which both respects human rights and accepts the responsibility for guiding students to maturity. Many students are away from home for the first

time in their lives; others are finding new horizons opening to them as their educational experiences broaden.

Since the University of Santa Clara believes in the dignity and importance of each person entrusted to its care, it accepts the responsibility of directing varied abilities and goals, guiding different personalities and interests, and understanding, and sometimes sharing, myriad student problems. The rules and regulations of the University are a means to an end and aid in the development of the student; they are not designed solely to restrict him.

Campus discipline is conducted under Student Government and is handled through the offices of the Dean of Men and the Dean of Women. Every effort is made to guarantee and protect student freedoms. However, the University reserves the right to dismiss any student whose conduct is seriously inconsistent with the goals of the University and the public good. The Board of Student Appeals processes cases. Through constant evaluation, new interpretations are developed in the light of democratic principles. The freedom to speak, to organize, to participate are rights guaranteed to all students, providing an environment of intellectual freedom.



STUDENT GOVERNMENT

The system of student government at Santa Clara makes the students themselves responsible for the conduct of student affairs.

Students organize and supervise religious, academic, cultural, and social activities through class governments, clubs, and committees. In the Student Senate, the students establish the rules and regulations and sanctions governing student activity in the residence halls, at athletic and social events, and at extracurricular events on campus. In the Board of Student Appeals representatives of the students, faculty, and administration hear cases involving major violations of regulations and determine what sanctions are to be applied.

Law students have their own Student Bar Association as the instrument of student government in the Law School. Therefore, law students are not represented in the Student Senate and are not subject to the jurisdiction of the Student Senate and the Student Court.

Student government at Santa Clara plays a vital role in the education of the students. As a genuine government of the students by the students, it develops responsibility and integrity in individual students.

GENERAL HOUSING INFORMATION

Acceptance to the University as an undergraduate automatically includes acceptance in a residence hall. All undergraduate students who do not live with parents or other adult members of their families must live on campus. Housing deposit should be submitted as soon as acceptance notification has been received.

Room assignments are made by the Dean of Women and the Dean of Men. No single rooms are available. Freshmen will receive room assignments by mail in August. Sophomores, juniors, and seniors may request a specific hall and/or roommate, if they wish. These applications must be in writing and be received before July 15. Anyone who wishes a nonsmoker for a roommate should make this request to his Dean before July 15.

Rooms are provided with beds, pillows, mattresses, towel racks, bookcases, chairs, desks, chests of drawers, medicine chests. (A charge will be made for damage to rooms or furniture.)

Students must provide blankets (no electric blankets), sheets, towels, pillowcases, washcloths, bedspreads, desk lamps.

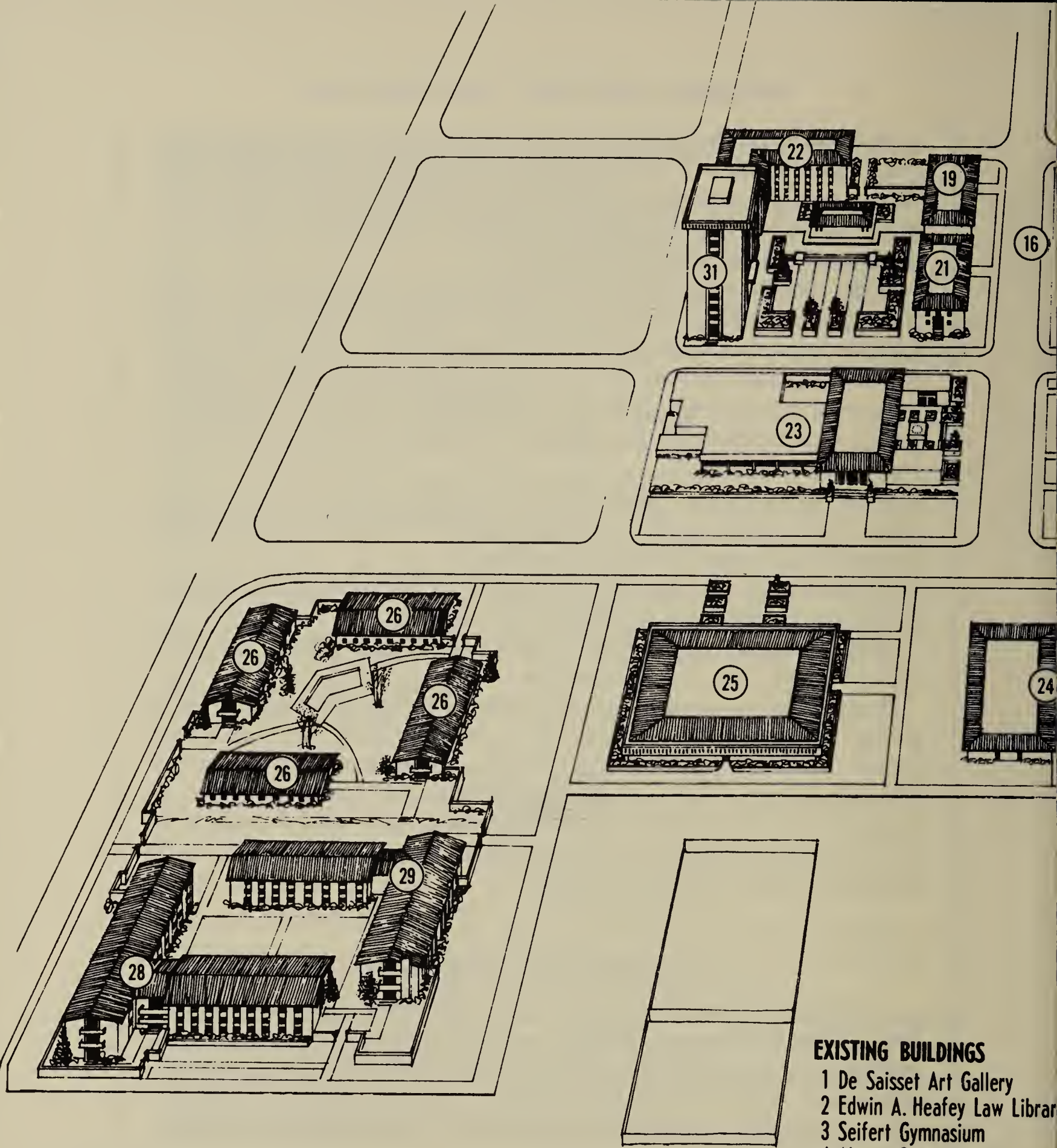
Helpful extras could include a typewriter, an alarm clock, ash trays, a mending kit, and closet accessories.

Special service rooms are conveniently located in each building, with proper outlets for electric irons, hot plates, heaters, sun lamps, hair dryers, and such appliances, which are not permitted in the rooms. There is a linen rental, laundry and dry-cleaning service available on campus for the convenience of students. Television sets for student use are in various locations on campus. Room assignments are not made until the housing deposit is received.

COUNSELING SERVICES

A variety of counseling services are conveniently available to all students. The University Chaplain and his assistant provide religious guidance in personal interviews and during the University retreats. The deans of the College and Schools and the professors of the student's major department usually take care of the academic counseling of the students.

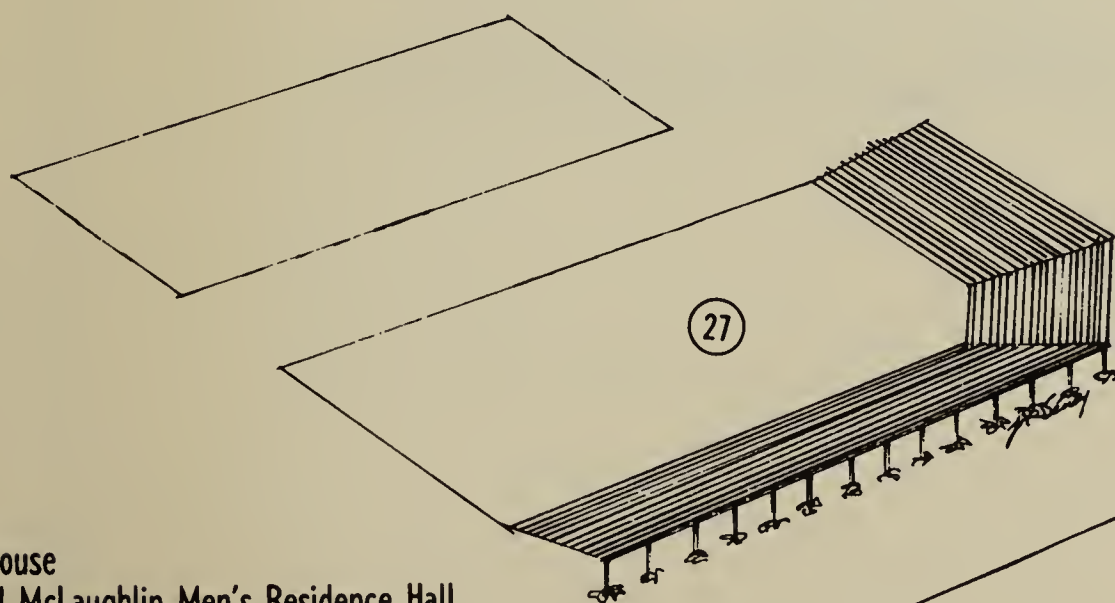
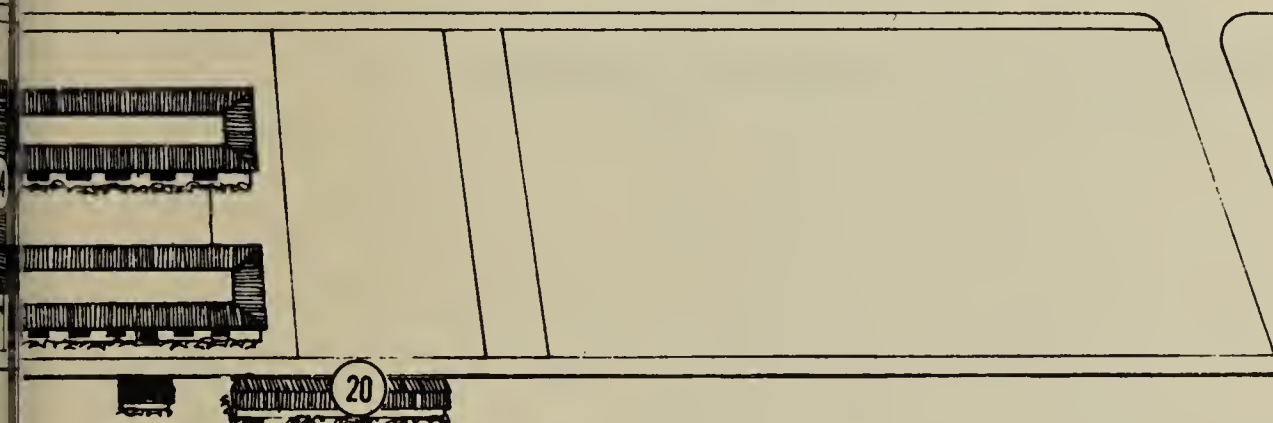
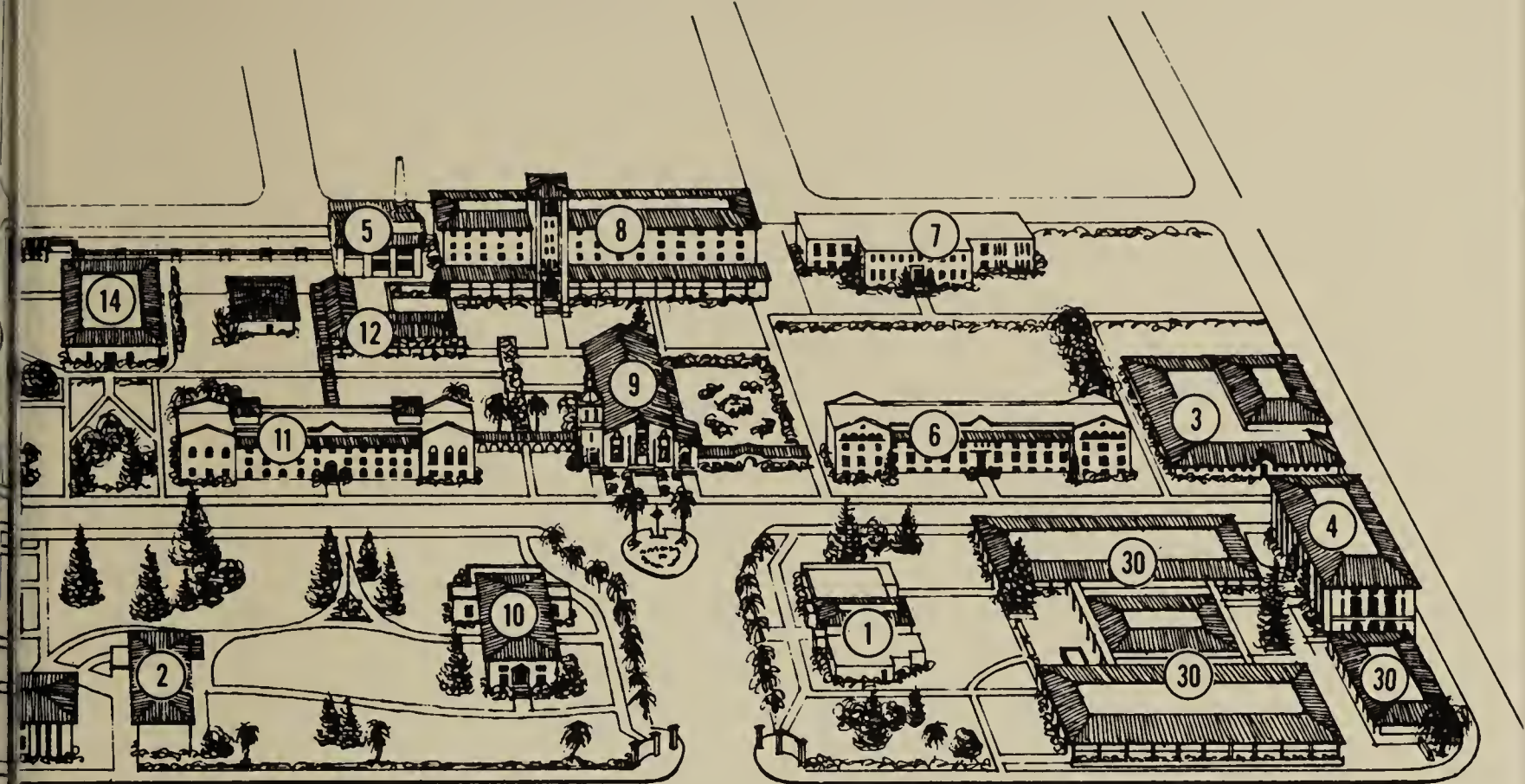
The University Testing and Counseling Services are complementary to, and supportive of, the total university counseling, guidance, and advisement effort. A professional staff of psychologists and guidance specialists is available to aid the students in dealing with academic, occupational planning, and personal-social problems which may confront them as maturing men and women. Counseling and testing procedures are used that are appropriate to the student's needs. The fundamental objective of these services is to enable the student to use his own resources in dealing with the problems he confronts.



THE UNIVERSITY OF SANTA CLARA

EXISTING BUILDINGS

- 1 De Saisset Art Gallery
- 2 Edwin A. Heafey Law Library
- 3 Seifert Gymnasium
- 4 Alumni Science Hall
- 5 Central Heating Plant
- 6 O'Connor Hall
- 7 Montgomery Laboratories
- 8 Nobili Hall
- 9 Mission Church
- 10 Delia Walsh Hall
- 11 Faculty Residence
- 12 Adobe Lodge
- 13 Service Buildings
- 14 Varsi Library
- 15 Donohoe Infirmary
- 16 Ricard Observatory
- 17 Kenna Hall
- 18 Bergin Hall
- 19 James Walsh Hall



Club House

Edward McLaughlin Men's Residence Hall

James F. Dunne Men's Residence Hall

Robert F. Benson Memorial Center

George L. Sullivan Engineering Center

Michel Orradre Library

Charles Graham Women's Residence Center

Buck Shaw Stadium

Women's Residence Hall

Women's Residence Hall

Edward J. Daly Science Center

Swig Residence Hall for Men

SECTION II

UNIVERSITY OFFICERS

MILITARY SCIENCE

SUMMER SESSION

EXTENSION DIVISION

UNDERGRADUATE REGULATIONS

EXPENSES • SCHOLARSHIPS

UNIVERSITY ACCREDITATIONS AND MEMBERSHIPS

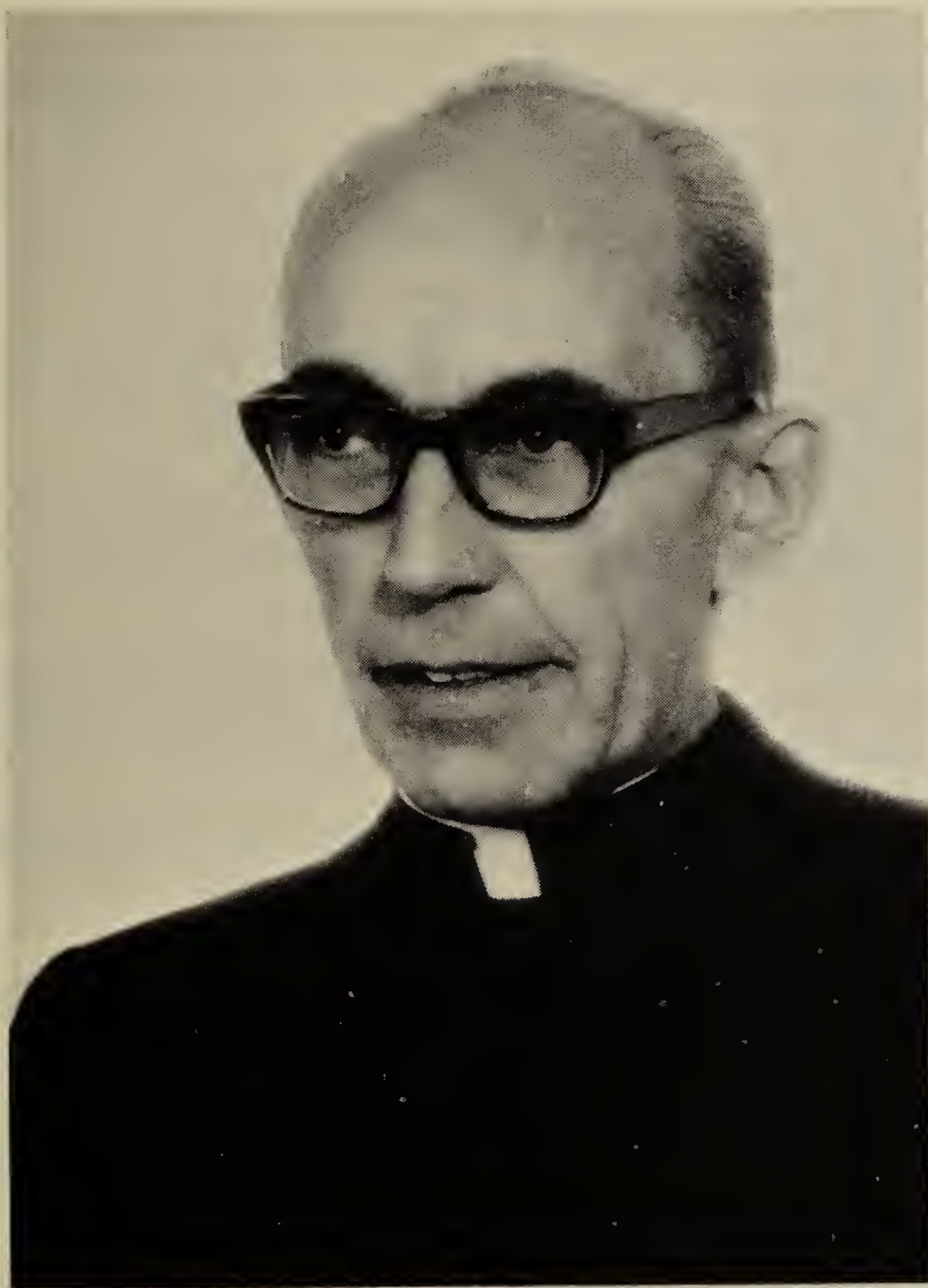
ONE HUNDRED and EIGHTEENTH YEAR
1968-1969



Member National Catholic Educational Association
Member Jesuit Educational Association
Accredited by the Western Association of Schools and Colleges
Member American Council on Education
Member Council of Graduate Schools in the United States
Accredited by Engineering Council for Professional Development
Approved by the American Bar Association
Member Association of American Law Schools
Approved by the American Medical Association
Accredited by the American Chemical Society
Accredited by the State Bar of California
Accredited by American Association of
Collegiate Schools of Business
(Undergraduate and Graduate Programs)
Member Conference of Jesuit Law Schools
Member Conference of Western Law Schools
Member of College Entrance Examination Board
Member of Association of American Colleges
Accredited by California State Board of Education
Institutional Member of the American Mathematical Society
Member of The American Association
of Colleges for Teacher Education



THE UNIVERSITY OF SANTA CLARA
SANTA CLARA, CALIFORNIA



PATRICK A. DONOHOE, S.J.
President

UNIVERSITY OFFICERS

BOARD OF TRUSTEES

	Terms
PATRICK A. DONOHOE, <i>President</i>	1967-1971
BERCHMAN A. BANNAN	1967-1973
EDWARD R. BOLAND	1967-1973
RAYMOND F. COPELAND	1967-1973
EDWARD J. DALY	1967-1971
AUSTIN J. FAGOTHEY, <i>Vice President</i>	1967-1969
CHARLES F. GUENTHER, <i>Secretary-Treasurer</i>	1967-1969
EDWIN A. HEAFEY	1967-1973
JOSEPH T. KEANE	1967-1969
THOMAS E. LEAVEY	1967-1971
THEODORE J. MACKIN	1967-1971
ALEXIS I. MEI	1967-1973
MICHEL ORRADRE	1967-1973
EDWARD A. PANELLI	1967-1969
WILLIAM B. PERKINS	1967-1971
WALTER E. SCHMIDT	1967-1971
BENJAMIN H. SWIG	1967-1969

The Corporate Title of the University is
PRESIDENT AND BOARD OF TRUSTEES
OF SANTA CLARA COLLEGE



BOARD OF REGENTS

OF THE UNIVERSITY OF SANTA CLARA

MR. EDWARD J. DALY
Chairman
Orinda, California

MRS. G. ALLAN HANCOCK
Vice Chairman for Southern Calif.
Santa Maria, California

DR. EDWARD W. BOLAND
Los Angeles, California

MRS. MITZI BRIGGS
Atherton, California

MR. HARRY L. CROSBY
Hollywood, California

MR. FREDERICK J. FEDERIGHI
Orinda, California

MR. N. E. FRAZIER
Palm Springs, California

MR. JOHN S. GLEASON JR.
Winnetka, Illinois

MR. ANTHONY P. HAMANN
San Jose, California

MR. WILLIAM J. LIVERMORE
Oakland, California

MR. EDWARD A. McDERMOTT
Washington, D.C.

MRS. JOHN E. O'NEILL
Fresno, California

MR. FESS PARKER
Irvine, California

DR. LOUIS A. REZZONICO
Santa Barbara, California

MR. JOSEPH B. RIDDER
Saratoga, California

MRS. GEORGE RING
Beaumont, California

MR. ALBERT J. RUFFO
San Jose, California

MR. M. O. "HAP" SMITH
Beverly Hills, California

MRS. CHARLES STRUB
San Marino, California

MRS. GEORGE STOLL
Pebble Beach, California

MR. WILFRED VON DER AHE
Studio City, California

ADMINISTRATION

PATRICK A. DONOHUE, S.J., Ph.D.	<i>President</i>
ALEXIS I. MEI, S.J., Ph.D.	<i>Academic Vice President</i>
WILLIAM B. PERKINS, S.J., M.A.	<i>Executive Vice President</i>
CHARLES F. GUENTHER, S.J., M.A.	<i>Vice President for Finance</i>
WALTER E. SCHMIDT, S.J., M.A.	<i>Vice President and Assistant to President</i>
LEE O. CASE, B.A.	<i>Vice President for Development and Public Relations</i>
ELMER H. LUTHMAN, S.J., M.S., Engr.	<i>Dean, College of Sciences</i>
JOHN M. HYNES, S.J., M.A.	<i>Dean, College of Humanities Director of Graduate Division</i>
CHARLES J. DIRKSEN, M.S.C., LL.D.	<i>Dean, School of Business</i>
JOHN PAGANI, Ph.D.	<i>Associate Dean, School of Business</i>
ROBERT J. PARDEN, Ph.D.	<i>Dean, School of Engineering</i>
LEO A. HUARD, A.B., LL.B.	<i>Dean, School of Law</i>
HARRY T. CORCORAN, S.J., S.T.D.	<i>Dean, School of Sacred Theology</i>
JOSEPH T. KEANE, S.J., M.A.	<i>Dean of Students</i>
JERALD G. McGRATH, B.A.	<i>Dean of Men</i>
VIOLA F. KAMENA, M.A.	<i>Dean of Women</i>
PHILIP J. OLIGER, S.J., M.A.	<i>University Chaplain</i>
PATRICK J. CARROLL, S.J., M.A.	<i>Student Counselor</i>
WILLIAM J. TOBIN, S.J., M.A.	<i>Student Counselor</i>
DAVID P. ARATA, B.S.	<i>Registrar</i>
THOMAS A. DODDS, B.A.	<i>Business Manager</i>
MARVIN H. LANGHOLFF, B.A.	<i>Comptroller</i>
EDWARD R. A. BOLAND, S.J., M.A.	<i>Librarian</i>
FRANK A. SCHNEIDER, B.S.C.	<i>Director of Financial Aids</i>
RICHARD W. JONSEN, B.A.	<i>Director of Admissions</i>
PAUL B. MURPHY, B.A.	<i>Director of Publications</i>
MARGUERITE L. MAJOR, B.A.	<i>News Director</i>
LOUIS I. BANNAN, S.J., M.A.	<i>Representative, Alumni-Faculty</i>
RICHARD J. MORRISEY, B.S.	<i>Executive Secretary, Alumni Association</i>
LEO P. ROCK, S.J., Ph.D.	<i>Director of Counseling Center</i>
CARL M. FISCHER, Ed.M.	<i>Associate Director of Counseling Center</i>
EDWARD V. WARREN, S.J., M.A.	<i>Director of Extension Division Director of Summer Session Institute Coordinator</i>
GEORGE P. MALLEY, B.S.	<i>Director of Athletics</i>
GARLAND WHITE	<i>Director of Placement</i>

MICHEL ORRADRE LIBRARY STAFF

EDWARD R. A. BOLAND, S.J., M.A. *Librarian*
DONALD J. DUGGAN, S.J., B.A., M.L.S. *Assistant Librarian*

DEPARTMENTAL LIBRARIANS

BERYL HOSKIN, B.A., M.A.L.S. *Reference*
VICTOR NOVAK, B.A., M.L.S., PH.D. *Periodicals*
WŁODYMIR ORENCZUK, LL.D., M.A.L.S. *Cataloger*
GLORIA WICKMAN, B.A., M.L.S. *Assistant Reference*
JEREMY WOOD, B.A., B.L.S. *Assistant Reference*
VIVIAN M. S. LO, B.A., M.A.L.S. *Assistant Reference*
DUSAN USLAKER, B.A. *Loan*
TAI OCK KIM, B.S., M.L.S. *Science Librarian*
ANNETTE FITZMAURICE *Acquisitions*
VICTORIA MALATESTA *Documents*

SCHOOL OF THEOLOGY LIBRARY (Alma College)

JOHN J. ALHADEF, S.J., A.M., M.L.S., S.T.M. *Librarian*
CATHRYN H. JONES, A.B. *Interlibrary Loan*
JAMES F. LAYDEN, A.B., A.M. *Reference*
MARY ANN NOSKOWSKI, A.B. *Periodicals*

EDWIN A. HEAFEY LAW LIBRARY SCHOOL OF LAW

MARY B. EMERY, B.A., LL.B. *Librarian*
PHYLLIS ALBERTS, B.A., M.L.S. *Cataloger*



MILITARY SCIENCE

ROBERT A. O'BRIEN JR., *Colonel, Professor of Military Science*

The university maintains a Senior Division unit of the Reserve Officers' Training Corps.

The program of instruction is designed to develop qualities of leadership in college-trained men in order to provide a corps of well-educated, well-rounded officers for the Components of the Army. By combining regular academic pursuits with a course of military instruction, the graduate is equipped for roles of leadership and command responsibility.

The course offered consists of a two-year basic and a two-year advanced curriculum. All Freshman male students are required to take one year of the Basic-Course Military Science unless exempted by the Faculty Committee on Petitions. They may petition for relief from this requirement, but they must report to the Military Science Department at initial registration and be enrolled in Military Science, pending action on any petition submitted.

Petitions for exemptions from, or deferment of, military science must be submitted prior to the end of the first week of attendance in the term, except for physical disability incurred following enrollment. Petitions may be submitted in the following cases:

1. Veterans of any of the Armed Services.
2. Students who have reached the age of 23 years at the time of initial registration at the university.
3. Physical disqualification as certified by the university physician.
4. Noncitizen of the United States.
5. Students whose military training at other universities or military schools is accepted by the Professor of Military Science as fulfilling the requirements.
6. Any fact or condition which renders the student ineligible.

ADMISSION INTO THE ADVANCED COURSE, ROTC

Admission to the Advanced Course, Military Science is limited to those students who will not have reached their 28th birthday by the date of their commissioning (graduation). In addition, the following requirements must be satisfied before a student is enrolled in the Advanced Course and administered the oath of enlistment in the United States Army Reserve:

1. Credit for the Basic Course, Military Science with above average grades.

2. Possession of a sufficiently high university grade-point average to insure his continued enrollment during the upper-division Military Science program.

3. Passing the basic mental screening examination.

4. Passing the standard Army physical examination.

5. Favorable recommendation by a joint Academic-Military Board of Review.

6. Concurrence of his respective school Dean.

7. Concurrence of the University President and the Professor of Military Science.

8. Students under the age of 21 at the time of their enrollment in the Advanced Course must have written parental or guardian consent to enter the Advanced Course.

Advanced Course students are under contract with the Government to complete their training, unless sooner discharged for the convenience of the Government, and will be paid a monthly subsistence of \$50.00.

ROTC SUMMER CAMP

Advanced-Course students are required to attend ROTC Camp, held in the summer and normally between the junior and senior years. This training supplements campus instruction with practical work under field conditions. Included are tactical and technical field exercises and training in the various arms and services. Emphasis is placed on the development of leadership and individual ability to function effectively as an officer-leader of a small unit. While at summer camp, the advanced-course student will be paid at half the prescribed rate for a Second Lieutenant with less than two years' active service and, in addition, will be authorized a travel allowance of 6 cents per mile to and from camp.

FINANCIAL ASSISTANCE PROGRAM

Four-Year Scholarships

The United States Army offers a four-year Financial Assistance Program for those eligible high school seniors who apply for, are selected by the Department of the Army for an ROTC scholarship, and receive admittance to, the university. Under the terms of the Army Financial Assistance Program, the Army agrees to pay all tuition, fees, and laboratory expenses. A \$100.00 allowance per school year is also granted for the purchase of authorized texts and school supplies. To be eligible for benefits under the Army Financial Assistance Program, a student must meet the following requirements:

1. Be a male citizen of the United States.

2. Have reached the age of 17 and not exceeded the age of 21 as of registration.

3. Be a high school graduate.

4. Be medically qualified.

5. Have parental or guardian consent to enter into contractual agreement with the Government.

6. Have no moral obligations or personal convictions that will prevent him from conscientiously bearing arms to support and defend the Constitution of the United States.

In return for the benefits given under the terms of the Financial Assistance Program, the student, with written parental or guardian consent, enters into contract with the Government to fulfill the following obligations:

1. Complete all Military Science instruction, drills, and summer camp.

2. Enlist in the United States Army Reserve for six years.

3. Accept a commission as a regular or reserve officer and serve on active duty for at least four years.

Two-Year Scholarships

The Department of the Army also offers a two-year Financial Assistance Program for specially selected college juniors who have successfully completed the Basic Military Science Course. Eligibility requirements and incurred obligations under the two-year Financial Assistance Program are the same as those stated for the four-year program, with the following change in eligibility requirements:

1. The student must have reached age 19 and not exceeded age 23 by the time of registration, junior year.

TWO-YEAR ROTC PROGRAM

The Department of the Army offers students who enter the university with advanced academic standing the opportunity to receive a commission after two years of on-campus ROTC training. A student can take advantage of this opportunity by attending a basic summer camp after his sophomore year and then completing the Advanced Course, ROTC, in his junior and senior years. The basic summer camp prior to enrollment in the Advanced Course substitutes for the first two years of the normal four-year program. Except for this substitution, the two programs are identical.

A student accepted into this program obligates himself to accept a commission, if offered, and to serve on active duty in the Army for a period of two years, followed by four years in a Reserve Component.

Prerequisites for enrollment are as follows:

1. Be physically fit and mentally qualified.
 2. Be of sound character.
 3. Be at least 17 years old. A student must not be more than 28 years old when commissioned.
 4. Be recommended by a board of officers.
 5. Have successfully completed the basic summer camp training in lieu of the Basic Military Science Course.
-

CONDITIONS GOVERNING ENROLLMENT

Enlisted membership in a Reserve Unit or a Reserve Program of any of the Armed Services is not recognized as a valid reason for exemption from mandatory participation in the first year of the Military Science program, unless the student has completed four or more months of continuous active duty for training or active service.

A veteran is exempt from the Military Science requirements. His military service will normally qualify him for entrance into the Advanced Course at the start of his junior year. Veterans are encouraged to consider this opportunity to obtain a commission in the United States Army Reserve.

Uniforms and textbooks are furnished by the Government without cost to the student. At the end of the school year, or if the student leaves the university prior to that time, all government property, including texts, must be returned to the Military Science Department. Any loss or damage to equipment must be paid for by the student.

ROTC DEFERMENT

Each student who signs the ROTC Deferment Agreement receives a draft classification of 1-D which defers him from call to active service while he is a student in good standing at the university and until he receives both his baccalaureate degree and his reserve commission as a Second Lieutenant. This deferment is cancelled immediately upon discharge from the ROTC program.

COMMISSIONING IN THE UNITED STATES ARMY RESERVE AND REGULAR ARMY

Students who complete the Advanced Course are eligible for appointment and commission by the President of the United States as officers in the United States Army Reserve. Reserve commissions are tendered in all branches of the Army, except the Medical, Dental, Veterinary, and Chaplain Corps. The branch in which a student is commissioned is determined by his preference, leadership potential, academic background, recommendations of the faculty and staff, and

needs of the service. A newly commissioned officer will normally attend his branch school upon being ordered to active duty. Current laws and regulations require each Advanced Course student, upon receipt of his commission, to perform a tour of duty as an officer for a period of two years, and to be a member of a Reserve component for a subsequent period of four years. Delays in reporting to active duty may be granted to students if they desire to obtain an advanced degree. A student may be delayed from call to active duty for a period not to exceed four years, provided he is enrolled in a full-time program of instruction leading toward an advanced degree and remains in good academic standing with the institution in which enrolled.

A student who receives his baccalaureate degree and has been designated a "Distinguished Military Graduate" by the President of the University and the Professor of Military Science may, upon application, be commissioned directly in the Regular Army.



COURSE DESCRIPTION

BASIC COURSE

10 FRESHMAN-YEAR TERM COURSE. Military History, Leadership, Drill and Command. Four class hours and one drill period per week during any one of the three terms of the freshman year.

(11)-(12)-(13) FRESHMAN-YEAR SUSTAINING COURSE. Principles of Marksmanship, Organization of the Army and ROTC, United States Army and National Security, Leadership, Drill and Command. One class hour and one drill period per week for the two remaining terms of the freshman year.

(21)-(22)-(23) SOPHOMORE-YEAR SUSTAINING COURSE. Map Reading, Small Unit Tactics, Leadership, Drill and Command. One class hour and one drill period per week during all three terms of the sophomore year.

ADVANCED COURSE

(111)-(112)-(113) JUNIOR-YEAR SUSTAINING COURSE. Principles of Leadership, Counterinsurgency, Military Teaching Methods, Branches of the Army, Small Unit Tactics, Communications, Leadership, Drill and Command. Two class hours and one drill period per week for all three terms of the junior year.

120-(121)-(122)-(123) SENIOR-YEAR TERM AND SUSTAINING COURSES. Operations, Military Law, Small Unit Tactics, Branches of the Army, Logistics, Unit Administration, Map Reading Review, Role of the United States in World Affairs, Leadership, Drill and Command. Four class hours and one drill period per week during the term course and two class hours and one drill period during the sustaining course.

ACADEMIC SUBJECT

In the first, third, and fourth years, an academic term course will be chosen from one of the following areas, subject to the approval of the Professor of Military Science, to supplement the scheduled Military Science curriculum.

Effective Communication.

Science Comprehension.

General Psychology.

Political Development and Political Institutions.

Note: Numbers in parentheses are for use in scheduling Military Science classes during terms other than those in which a term course is listed.

RESERVE OFFICERS' TRAINING CORPS

FACULTY

ROBERT A. O'BRIEN, JR., COLONEL (1961)

Professor of Military Science

B.S., 1940, United States Military Academy

ANTONIO VENTURA, LIEUTENANT COLONEL (1965)

Associate Professor of Military Science

B.A., 1950, University of Hawaii

RICHARD J. W. McCOLLUM, MAJOR (1965)

Assistant Professor of Military Science

B.A., 1961, Western Washington State College

SANTIAGO A. GARCIA, MAJOR (1965)

Assistant Professor of Military Science

M.A., 1967, San Jose State College

WILLIAM H. BOWSER, MAJOR (1965)

Assistant Professor of Military Science

B.A., 1959, University of Nevada

JOHN D. SHANNON, MAJOR (1967)

Assistant Professor of Military Science

B.S., 1957, United States Military Academy

DANIEL R. CLARK, CAPTAIN (1966)

Assistant Professor of Military Science

M.S., 1960, Utah State University

JOHN GARDINER, JR., SERGEANT MAJOR (1964)

Instructor in Military Science

RALPH BOSALET, MASTER SERGEANT (1966)

Instructor in Military Science

ARTHUR E. POWELL, SERGEANT FIRST CLASS (1966)

Instructor in Military Science

JOSEPH KULIG, SERGEANT FIRST CLASS (1967)

Supply Sergeant

KENDALL C. TURNER, STAFF SERGEANT (1967)

Instructor in Military Science

MALCOLM E. NEWTON, STAFF SERGEANT (1967)

Instructor in Military Science

SUMMER SESSION

The College of Humanities and Sciences, in a single six-week session, offers day *and evening* classes for college credit. Men and women, lay and religious, are welcome in all departments. No transcript is required for admission. Courses are scheduled in art, business administration (undergraduate), economics, education, English, history, language, mathematics, music, philosophy, political science, psychology, sociology, speech, and theology. Graduate courses applicable to a master's degree are offered in education, English, and history.

Institutes and workshops of one, two and three weeks duration are presented in education, counseling, creativity, writing, political and social science. Special non-credit courses include data processing, rapid reading, study skills.

Advanced placement for high school students permits high achievers who have finished the eleventh grade to enroll for university credit in freshman level courses and in intermediate languages. Recent graduates of high school are also eligible to enroll.

Board and room are available for men and women, lay and religious, at reasonable rates in the University's unusually attractive dormitory settings.

The Summer Session Office is in Room 5, Administration Building, phone 246-3200, extension 205 and 206.

Evening courses in the Graduate School of Business and in the School of Law, as well as early-morning graduate courses in the School of Engineering, are separately administered. Information concerning these is obtainable from the appropriate schools.

A two-week coaching camp for boys aged 9 to 14, with on-campus housing if desired, is directed by the Athletic Department.

EXTENSION DIVISION

Through the Extension Division the University makes its facilities available for the continuing education of the general community. Evening classes on the undergraduate level are offered in humanities and in business-related areas. Courses include art, teaching methods, literature, languages, history, mathematics, psychology, rapid reading, memory training, speech, theology; also data processing, personnel and business management, income tax, traffic and transportation.

Classes are open to all who can profit from them. No transcripts are needed. Extension courses are not acceptable for credit as part of a degree program at the University of Santa Clara because no prior academic screening is required. The caliber of the Extension faculty and courses is such, however, that an increasing number of teachers enroll to gain points for salary increment and to heighten their classroom

competency. Professional persons from business and industry, as well as war veterans, can be reimbursed for successful completion of these courses; these should make prior arrangement with their sponsoring organization.

Other enrollees include men and women who wish to "try themselves out" in a university or reintroduce themselves to university courses without being formally admitted to a degree program; students who need review work and preparatory courses; other discerning adults who desire to advance professionally, to update themselves, and to keep growing intellectually and culturally.

Permanent records of Extension grades are kept in the Registrar's office. Information about extension courses is available in Room 5, Administration Building, phone 246-3200, extension 205 and 206.





UNDERGRADUATE REGULATIONS

ACADEMIC REQUIREMENTS AND REGULATIONS

COURSE REQUIREMENTS

The undergraduate program is scheduled on a basis of three eleven-week terms per academic year of nine months. The eleventh week will be devoted to examinations. During the freshman and sophomore years the student schedules four courses per term, or a minimum twenty-two courses all told, and he schedules three courses per term during his junior and senior years. These forty courses in four academic years is the requirement for the Bachelor's degree in all departments.

Classes are normally scheduled on Monday, Tuesday, Thursday, and Friday. The Santa Clara plan of academic performance envisions considerable independent study by the students. Wednesday will be kept free of laboratories, examinations, and seminars, to provide uninterrupted study periods. No student activities will be scheduled prior to 3:00 P.M., except military drill at 9:00 A.M.

No lower-division student may carry less than three courses per term without the approval of his Dean. No lower-division student may carry more than four courses per term. No upper-division student may carry less than two terms courses without the approval of his Dean. No upper-division student may carry more than three term courses, except under the following conditions:

1. He must have a 3.3 G.P.A.
2. He must have a letter from the Dean permitting him to do this.
3. The purpose of extra courses is enrichment and not reducing the time necessary for graduation. Consequently, an extra course, while it may satisfy a course requirement (e.g., Language) does not satisfy the requirement of 40 courses for graduation. In other words, a student who takes an additional course must have 41 courses to graduate.

Any upper-division student who takes a fourth course without authorization will be denied credit for it.

A sophomore may take an upper-division course if approved by his dean and provided his program does not exceed four courses.

To relate the term-courses system to other systems of credit, lower-division courses which are taken four at a time are considered equivalent to a four-quarter-unit course, and courses taken in the upper division, three at a time, are equivalent to a five-quarter-unit course.

A part-time student is defined as a lower-division student taking less than three term courses, and an upper-division student enrolling in fewer than two term courses. A full-time student who drops courses during the course of a term will be considered full-time for the balance of that term.

MARKING SYSTEM

A student's grade of scholarship is given according to the following marks:

A	Excellent	I	Incomplete
B	Good	W	Withdrawal
C	Satisfactory	W/F	Withdrawal failing
D	Inferior	W/P	Withdrawal passing
F	Failure		

A student must earn a C average in all work undertaken and, in addition, a C average in the courses of his major in order to qualify for the Bachelor's degree. To determine a numerical average, 4 grade points are assigned for each A, 3 for a B, 2 for a C, 1 for a D, and 0 for an F. To arrive at the grade-point average, the total earned grade points are divided by the number of courses which have been undertaken. A C average is 2.0.

REPETITION OF COURSES

A student may, with permission, repeat a course in which a grade of D or F was received on the first attempt. He should use the letter R in registering for the course again. All grades, whether repeated or not, will be used in computing the student's performance.

WITHDRAWING FROM COURSES

Students may withdraw from courses without penalty within one week following the mailing of midterm grades.

ENTERING NEW COURSES

Students may enter a course for the first time only during the first week of classes of the term.

TRANSFER CREDIT

Students who transfer a specific course to the University from another institution will not accumulate credit for these courses unless they are accumulated in sufficient quantity to total the quarter unit equivalent of a term course.

The student's grade-point average is computed only on work done at Santa Clara. Collegiate work at another institution with a grade of C or better may be transferred to Santa Clara and counted in fulfillment of graduation requirements, but it will not be counted in determining the student's grade-point average and rank in class.

INCOMPLETES

A student's work may be reported incomplete if, due to unavoidable circumstances, some essential portion of his work in the course remains unfinished after the final examination. An incomplete becomes a failure unless the unfinished work is completed to the satisfaction of the instructor within a period of one year.

ACADEMIC PROBATION, SUSPENSION, DISQUALIFICATION, REINSTATEMENT

Probation

Freshmen and sophomores are placed on probation if they are 3 grade points below C.

Juniors and seniors are placed on probation if they are 2 grade points below C.

A student 4 or 5 grade points below a C will be suspended in June. If he is improving in the Spring term, the number would be 5. If his work is poorer in the Spring term, the number would be 4.

Suspension

A student who remains on probation two terms without making up one grade point per term is subject to suspension for up to one year. A student who returns after suspension and does not reduce his deficiency by one grade point per term will be disqualified. No student may be suspended twice.

Disqualification

Normally, students are disqualified only after they have returned to the University following an academic suspension and again go on academic probation. At the discretion of the Dean of the School, a student may be permanently disqualified without previous probation, or suspension, for unsatisfactory academic performance.

A student who has been disqualified is excluded from further attendance at the University and is permanently disbarred therefrom.

A student who does not have an over-all C average and a C in his major at the beginning of his final term will not be permitted to graduate at the end of that term, no matter what his grades may be during that term.

Reinstatement

A student who has been academically suspended from the University may not be readmitted except after the lapse of the period for which he was suspended and through the special action of the Committee on Admissions. To obtain readmission he must write a letter to the

Committee informing them of this fact, and if he has spent the intervening period in another institution, he must present grades of such quality as to give promise of success in the remainder of his college work. His status if readmitted will be "probation."

STUDENT ACTIVITIES

Except where otherwise specifically provided, students participating in public debates or oratorical or dramatic art exercises, or representing any department of the University in intercollegiate athletic events, or appointed to the staff of any University publication, or elected or appointed to office in a student organization or society, or elected as captain of any team are subject, at the time of their selection or appointment, to the following eligibility rules:

1. They must have no failures.
2. They must have attained a C average in their last mid-term or semester grades.
3. They must not be on probation for academic or disciplinary reasons.

Candidates for the office of student body president must present a C+ (2.50) average and, in addition, the three qualifications above. The social activities of the students are under the supervision of the Dean of Students.

WRITTEN EXAMINATIONS

Written examinations are held at the middle and end of each term. A report of the student's progress is prepared by the Registrar's office and mailed to his parents only at the end of the term. Students earning a D or F at the mid-term will be notified.

A student guilty of dishonesty in an examination will be given a failure for the course. In special cases, the administration may impose the penalty of dismissal from the University.

WITHDRAWAL FROM THE UNIVERSITY

When a student withdraws from the University, he must report to the Registrar for a Withdrawal Form and complete the necessary procedure under penalty of receiving Fs for all incompleting courses.

MILITARY SCIENCE

Low-division students enrolled in the Basic Military Science course will receive term course credit during the one term of the freshman year (MS I) in which they attend classes four days a week, plus a drill period (term course). During the remaining two terms of the

freshman year, students will attend one class period, plus one drill per week (sustaining course). A student, when enrolled in the sustaining course, must complete the course satisfactorily in order to satisfy the baccalaureate requirement of one year of Military Science. Students who elect to continue the Military Science program during the sophomore year (MS II) will attend one class period, plus drill per week (sustaining course).

If a student applies and is selected for the Advanced Course, Military Science (MS III & MS IV), he will be paid a subsistence allowance at the rate of \$40.00 per month (\$50.00 per month if on military scholarship). During the junior year (MS III), a student attends two class meetings, plus drill per week for three terms (sustaining course). In the senior year of Military Science (MS IV), a student attends four class periods, plus drill during one term for which term course credit is given. During the remaining two terms of the senior year, students will attend two class periods, plus one drill per week (sustaining course). Upon completion of the Advanced Course, Military Science, the university will certify the total number of hours spent in pursuing the Reserve Officers' Training Corps program.

CHALLENGING COURSES

A course is said to be challenged when a student takes a special examination in the course for the purpose of obtaining credit for it. He may prepare for this procedure by directed independent study.

Any course in the catalog may be challenged except those specifically identified in the catalog as exempted from challenge (indicated by the letters NCX) and those requiring laboratories.

To challenge a course, a student must have a 2.2 cumulative average and a 2.5 average in his major field. Freshmen and transfer students are not eligible to challenge a course until they have completed one term of work at Santa Clara. A student desiring to challenge a course should obtain a form from the Office of the Registrar on which he will identify the course as well as any course he has previously audited or challenged. He must then receive approval from an instructor in the department and the Dean of his School. A fee of \$10.00 will be charged for each course challenged.

Normally the examinations for challenging courses will be given on the third Saturday of each term. The petition for challenging a course must be submitted at least two weeks before the examination date.

Grades will be issued for challenged courses in the same manner as those obtained through regular course work. Courses successfully challenged will fulfill graduation requirements but will not count towards the forty required for graduation. Challenged courses may not be

used in the performance of residence requirements. The department shall establish the level of performance to be obtained and any requirements in addition to an examination which will be three to four hours in duration.

AUDITING COURSES

Only students who are in the top 10 percent of their class, or have maintained a B average in the University, may audit a course. These students may audit one course in addition to the three courses they take in the upper division, or the four courses taken in lower-division work. A student may not enroll as a course auditor and then decide to take the final examination for credit. If he wishes credit for an audited course, he may challenge the course during the following term by following the regular challenging procedure.

Students who are not full-time students must pay \$125.00 per course for auditing. A student may not audit more than three courses during his four years at Santa Clara.

ATTENDANCE

Students are required to attend all classes. Penalties for absences are left to the discretion of individual instructors.

GRADUATION

The requirements for graduation can be summarized as follows:

1. Complete a 40 term-course program approved by the University as meeting the requirements for the particular degree. If a freshman or sophomore receives an F in one of his courses, he may still graduate without repeating the course, if the grade were not gotten in a required course and providing he has a C average over-all and a C in his major as usual. He shall then have taken 42 courses and passed in 41 of them. This rule does not permit a student to graduate with 41 courses even though he has not failed in any of them.
2. Achieve an over-all academic performance level of a C which is a 2.0 numerical average.
3. Obtain a C average in the courses of the major.
4. Complete the residence requirement of at least 7 term courses normally in the year immediately preceding the awarding of the Bachelor's degree. Transfer students who attend the university only in their senior year shall complete nine term courses as a residence requirement.
5. Satisfy the American History and Institutions requirement by examination (not for credit) or by courses completed at this or another University.

GRADUATION HONORS

A candidate for an undergraduate or professional degree who has a grade-point average of 3.40 graduates Cum Laude; one who has a grade-point average of 3.65, Magna Cum Laude; one who has a grade point average of 3.85, Maxima Cum Laude. Graduation honors are based on the work of the four years.

CHANGING COURSES, MAJORS, SCHOOL OR COLLEGE

Certain administrative procedures for changing course registration, changing majors within a College or School, changing from one School to another must be observed or the student will be incorrectly charged, to the possible detriment of his academic record. The necessary forms and procedures may be obtained from the Office of the Registrar.

RIGHTS RESERVED

The curriculum and regulations affecting students may be revised at any time at the discretion of the University administration.



STUDENT EXPENSES

1968-69

Application Fee\$ 15.00

This charge is to be sent with each application form and is not refundable.

Deposits:

All new students or students re-applying for admission\$ 100.00

This amount is automatically credited to the student's account at registration or at the time of full-tuition payment. This deposit is not refundable.

All returning undergraduate students must make the deposits indicated below by *May 31st*.

A deposit of \$100.00 is required of all returning *boarding students*\$ 100.00

A deposit of \$50.00 is required of all returning *day students*\$ 50.00

These deposits are not refundable after *June 30th*. Transfer from boarding to day student status after this date will result in forfeiture of \$50.00 of the deposit.

Tuition per Quarter\$ 540.00

Part-Time Student Tuition, 1 course\$ 215.00

2 courses\$ 385.00

(See definition of Part-Time Student below.)

Room and Board per Quarter*\$ 355.00

Tuition, Room and Board are due and payable in full one week before the beginning of each Quarter.

Fee for each change in scheduled course\$ 2.00

Fee for challenging a course (per course)\$ 10.00

Late Registration Fee\$ 20.00

Late Submission of Form Fee (administrative forms, e.g., pre-registration, application for degrees, etc.—per day)\$ 2.00

Fee for Replacement of Identification Card\$ 5.00

Breakage Deposit for Chemistry Courses with laboratory
depending on course\$5.00–\$20.00
(Unused amount returned to student at close of course.)

Additional copies of student's transcript of grades (each copy
of transcript)\$ 1.00

Graduation Fee\$ 25.00

For Graduate, Law, and Summer Session, tuition and fees —
(See announcement of Graduate Divisions and Summer Session.)

During the Senior Year, all students must take *no less than two courses per term*.

A Full-Time Student who drops courses during the Term will be considered full time for the balance of that Term.

Part-Time Students:

A Part-Time Student is defined as a Lower-Division Student taking less than three (3) Term Courses, or an Upper-Division Student taking less than two (2) Term Courses.

Law Students:

A Law Student in the Day Division taking less than ten (10) Semester Units will be charged on the basis of \$60.00 per Semester Unit. A Law Student in the Evening Division taking less than eight (8) Semester Units will be charged on the basis of \$60.00 per Semester Unit.

These rates do not apply to Law Students receiving scholarship aid, all of whom are considered to be full-time students.

All resident students must bring their own towels, blankets, bedspreads, sheets, pillow cases, and desk lamps.

Charges for loss or damage in residence halls or to military equipment will be billed directly to the student and parents upon report of damage or loss.

*Room and Board (Winter and Spring Recess):

By arrangement with the Dean of Students.

METHOD OF PAYMENT

Students should come prepared to pay all charges on the day of registration, or should have payments from home in the mail to reach the University at least TWO WEEKS prior to the date of registration.

Remittances should be made payable to the "University of Santa Clara" and mailed to the Office of the Treasurer.

Students who have unpaid bills at the University or who defer payments without approval are subject to dismissal from the University and, as long as such payments remain unpaid, may not receive transcripts of credits nor any diploma.

For those who are not financially able to pay the full term charges in advance, there are several tuition plans available. Those who plan to avail themselves of one of these services should request information from the University at least one month prior to registration.

In addition, the University has several loan funds which are available to the students and their parents. These are:

National Defense Student Loan Fund. This fund is available to any student in good standing, including incoming freshmen. Application for a loan from this fund may be made through the Office of Financial Aids.

United Student Aid Loan Funds. These funds are available to sophomores, juniors, seniors and graduate students. Information may be obtained through the Office of Financial Aids.

The Catala Club Loan Fund. This fund, established and administered by the Catala Club, is available for students in sophomore, junior, and senior years. The officers of the Catala Club may be contacted through the University Business Office.

American Bar Association Loan Fund. Law students may qualify for loans from the American Bar Association Loan Fund. Inquiries should be directed to the Dean, School of Law.

REFUND OF TUITION: FULL-TIME STUDENTS

Students who withdraw from the University may receive refunds of tuition according to the following schedule:

- For withdrawal prior to the first Monday after registration:
payment refunded minus\$115.00
 - For withdrawal prior to the second Monday after registration:
payment refunded minus 160.00
 - For withdrawal prior to the fourth Monday after registration:
payment refunded minus 230.00
- No further refunds of tuition will be allowed.

REFUND OF TUITION: PART-TIME STUDENTS

Students who withdraw from the University may receive refunds of tuition according to the following schedule, per course:

- For withdrawal prior to the first Monday after registration:
payment refunded minus\$ 65.00
 - For withdrawal prior to the second Monday after registration:
payment refunded minus 80.00
 - For withdrawal prior to the fourth Monday after registration:
payment refunded minus 105.00
- No further refunds of tuition will be allowed.

REFUND OF ROOM AND BOARD

Refund of unused board will be prorated from the Monday following the date of withdrawal.

No refund will be made of the payment for a room in the University's residence halls.

Refunds cannot be processed until one month after the student's withdrawal.

The above fees and charges are subject to change without notice.

DEFERRED PAYMENT PLANS

Santa Clara provides a deferred payment plan which is administered through outside agencies. One-, two-, three-, and four-year contracts are available.

LOANS

National Defense Student Loan Fund

Assistance from this fund is available to any student in good standing, including incoming freshmen. Financial need must be demonstrated. Application form and general information concerning this fund may be had from the Office of Financial Aids.

United Student Aid Funds Inc.

These funds are available to sophomores, juniors, seniors, professional and graduate students. Application form and general information may be had from the Office of Financial Aids.

The Catala Club Loan Fund

This fund, established and administered by the Catala Club, is available to sophomores, juniors, and seniors. The officers of the Catala Club may be contacted through the University business office.

American Bar Association Fund

This fund is available to students in the School of Law. Application is made through the Dean of the School of Law.

Bing Crosby Youth Fund Student Loan

This fund is available to sophomores, juniors and seniors. Information concerning this fund may be had from the Office of Financial Aids.

F. W. Conlogue Loan Fund

This fund is available to sophomores, juniors and seniors. Information concerning this fund may be had from the Office of Financial Aids.

JOB

Employment during the school year is not encouraged, and students will not be permitted employment which intrudes on their required study hours; however, Santa Clara realizes that this is necessary in some cases. The University maintains a Placement Bureau on campus to assist students in securing part-time work.

Students who receive financial aid are expected to work during summer vacation. From their summer earnings men are expected to contribute at least \$400, women \$300, to meeting their costs at Santa Clara.

STUDENT PUBLICATIONS

THE SANTA CLARA is the official weekly newspaper of the University. It publishes news of the University and affords students an opportunity for practice in newspaper editing, managing, and make-up.

THE REDWOOD is the University annual published by the students to serve as a record of University activities and of the students' achievements.

THE OWL is a quarterly literary magazine. It offers a medium of literary expression for the students.

THE SANTA CLARA LAWYER is published twice yearly by the School of Law.

THE ALMA STUDIES — A THEOLOGICAL REVIEW is a semiannual publication of the students of the School of Sacred Theology. Its primary purpose is to stimulate theological research and effective writing.

ASSOCIATED STUDENTS

The Associated Students of the University of Santa Clara (ASUSC) is the student body organized for the conduct of student government. All fee-paying registered students are members.

The purposes of the ASUSC are to further the best interests of the University and its students, to encourage student activities, and to provide valuable experience and training in self-government and responsibility.

RELIGIOUS ORGANIZATIONS

The first thought of the University is the encouragement of a sound religious life for the men and women of the student body. Spiritual activities include The Confraternity of Christian Doctrine, The Sodality of the Blessed Virgin, The Lambdas (Liturgical Group), The Chaplain's Retreat Organization, and the Sanctuary Society.

NATIONAL SOCIETIES

ALPHA SIGMA NU is a national honor society with chapters in various Jesuit colleges and universities throughout the United States. It is a society of honor students who have distinguished themselves in scholarship, service and loyalty to their college or university.

AMERICAN CHEMICAL SOCIETY STUDENT AFFILIATES is an organization of students affiliated with the parent national group of chemists, the American Chemical Society. Affiliates are entitled to junior level participation in the sectional society meetings.

BETA GAMMA SIGMA, Delta Chapter, is a professional business honor fraternity to encourage and reward scholarship and accomplishment among students of commerce and business. It promotes the advancement of education in the art and science of business and fosters integrity in the conduct of business operations. Members are selected on the basis of high scholarship and good moral character.

DELTA SIGMA PI, Gama Xi Chapter of the Delta Sigma Pi National Commerce Fraternity, is a professional fraternity of students who are above average academically and who are leaders in the activities of the School of Business.

FINANCE CLUB: The University of Santa Clara Finance Club is a chapter affiliate of the American Finance Association, a national professional society of some 4,000 members representing university teachers and professional people from business, government and finance. The primary objective of the organization is to promote individual interest and knowledge in the various areas of finance through the interchange of ideas and research by people in finance. Membership in the student chapter provides the opportunity to participate in meetings, forums and seminars involving leaders of the business and financial communities.

GAMMA PI EPSILON is a national honor society for women students in Jesuit colleges and universities throughout the United States. Selected from the upper twenty-five per cent of the junior or senior class, members are chosen for their distinction in scholarship, service, and loyalty to their college or university. Membership in this society is considered the highest honor bestowed on undergraduate women students at Santa Clara.

THE MARKETING CLUB is the University student chapter of the American Marketing Association. It welcomes all students who have an interest in marketing. The Club sponsors a lecture series and other activities of current interest. Members also are eligible to participate in the student activities of the American Marketing Association.

NATIONAL FEDERATION OF CATHOLIC COLLEGE STUDENTS is a nationwide union of Catholic college students for the purpose of training its

members to assume leadership in post-college life. The Federation strives to promote awareness of community responsibility, the need of Catholic lay leadership and the inherent unity of Catholic college people.

PERSHING RIFLES, a national society, has as its purpose to encourage, develop, and preserve the highest ideals of the military profession, to provide appropriate recognition of a high degree of military ability among cadets of the Reserve Officers' Training Corps, and to instill in the membership the need for assuming civic responsibility. Active membership is open only to cadets of the Basic Course.

PHI ALPHA THETA is an international History honor society composed of students and professors selected upon the basis of excellence in the study and writing of History. The objectives of the fraternity are to bring students, teachers, and writers of History together both intellectually and socially, and thereby encourage the exchange of learning and thought among historians.

SCABBARD AND BLADE is a national society composed of selected members of the Advanced ROTC. Its purposes are to unite in closer relationship the military departments of American universities and colleges, to develop the essential qualities of good and efficient officers, to prepare members to exert good influence in the military affairs of the communities in which they reside, and to spread intelligent information concerning the military requirements of our country.

TAU BETA PI is a national engineering honor society. The California Zeta Chapter was installed to give increased recognition to outstanding scholastic achievement. Its members are selected on the basis of scholarship, integrity and diligence.

DEPARTMENTAL ORGANIZATIONS

THE HUMANITIES AND SCIENCES ASSOCIATION is open to all the students of the College of Humanities and the College of Sciences. The purpose of the Association is to enrich the extra-curricular life of the students by sponsoring film series, lecture series, exhibits of art and photography, and concerts.

THE ENGINEERING SOCIETY is an organization of students in the School of Engineering with the object of familiarizing them with the conduct of public meetings for the acquisition of ease in public speaking. Lectures to the engineering students are given before this body by guest speakers.

THE BUSINESS ADMINISTRATION ASSOCIATION is an organization of students in the School of Business for the study of business problems and for the encouragement of social activities among the students of the School. Frequent lectures are given before the Association by business men of prominence.

THE STUDENT BAR ASSOCIATION is open to all students of the School of Law. The Association is a charter member of the American Law Student Association sponsored by the American Bar Association. It is the student governing body of the School of Law.

BLACKSTONE PRE-LEGAL SOCIETY is composed of undergraduate students who aspire to attend law school and wish to acquaint themselves with the general duties of the legal profession before beginning their graduate work.

THE ST. THOMAS MORE SOCIETY is open to all students of the School of Law. Its members sponsor communion breakfasts and lectures by prominent Catholic lawyers and religious leaders during the academic year.

DAY SCHOLARS ASSOCIATION promotes active participation of the nonresident students in all the campus activities. It has its own elected officers who work closely with the general student body officers.

KAPPA ZETA PHI is a campus organization devoted to the service of the University. It is an honor fraternity composed of students who are above average academically and who are outstanding in campus activities and in loyalty to the University and the student body.

THE PHOENIX ORGANIZATION is open to all the students of the University interested in the Creative Arts. The organization presents exhibits, lectures, gallery tours, films, performances and instruction in special creative areas.

CROSS CURRENTS CLUB is open to all students of the University. Its members invite lectures on controversial topics which, after a formal presentation, are discussed with the audience. This procedure is an experiment in learning by participating in current controversy.

THE STUDENT ARCHAEOLOGICAL COMMITTEE is a group of students who assist in the discovery and removal of artifacts, bones, and other remains from ancient Indian burial sites. They help to classify items discovered and to display these in the campus and regional museums.

THE INTERNATIONAL RELATIONS POLITICAL SCIENCE CLUB is an organization to study international problems of the past and future and of public affairs generally. It is affiliated with the Carnegie International Clubs.

MENDEL CLUB is an association of students preparing for the study of medicine, organized to investigate scientific subjects and to encourage such activities as are of particular interest to students of biology.

THE MATHEMATICS SOCIETY is open to all interested students. Its primary purpose is to stimulate interest in mathematics and its applications.

THE CLAY M. GREENE PLAYERS is an organization having exclusive charge of the formal dramatic presentations on the campus. Distinguished plays of the past were "The Passion Play of Santa Clara,"

by Clay M. Greene, and "The Mission Play of Santa Clara," by Martin V. Merle. Modern theatrical productions are presented regularly.

THE DEBATING SOCIETIES engage in intramural and intercollegiate debates. Highlighting the year's activities are the annual Foch and Ryland debates, as well as intercollegiate tournaments. The traditional debating society on the campus is the Literary Congress which held its first meeting on February 22, 1857.

THE UNIVERSITY BAND furnishes its members the opportunity for ensemble playing at the public exercises of the University.

THE UNIVERSITY CHOIR AND GLEE CLUB furnish vocal music for services in the Mission Church and the public functions of the University.

THE ROTC BAND performs for Military drill and ceremonies both on and off the campus.

ATHLETICS

Athletics at Santa Clara are directed by the Athletic Council and the Faculty Representative for Athletics, by whom arrangements for intercollegiate and intramural contests are made.

BLOCK S.C. SOCIETY. Members of the University teams who have secured the University letter are organized into the Block S.C. Society in recognition of their athletic ability and for the encouragement of a high standard of athletic conduct.

THE ATHLETIC MANAGERS ASSOCIATION is composed of volunteers from each class who cooperate with the management in the conduct of games and the care of equipment.

INTRAMURAL SPORTS. Facilities for the athletic activities of the student body are provided by the gymnasium with its basketball court, boxing and wrestling room, and swimming pool; by centrally located tennis and volleyball courts; and by the extensive athletic fields for football, baseball, track, softball, rugby and soccer. A program of intramural athletics in which all students are encouraged to participate is conducted under the direction of the Director of Intramural Sports.

ATHLETIC OFFICERS

Charles F. Guenther, S.J., M.A.	<i>Chairman, Athletic Council</i>
Roger D. McAuliffe, S.J., A.M.	<i>Faculty Representative</i>
George P. Malley, B.S.	<i>Athletic and Football Director</i>
Salvador F. Taormina	<i>Baseball</i>
Richard A. Garibaldi, B.S.	<i>Basketball</i>
Carroll Williams, M.S.	<i>Assistant Director of Athletics</i>

STAFF MEMBERS

William McPherson, B.S.	Raymond Anderson, B.A.	Henry Schmidt, B.S.
John Pasco, LL.B.	William Augenstein, B.S.	Richard W. Degnon, B.S.
Al Cadena, B.A.	Dennis Fosdick, B.S.	S. M. Sanfilippo, B.A.
Antonio Ventura, B.A.	Charles Allred, B.A.	Kathryn B. Ivers

SCHOLARSHIPS

UNDERGRADUATE — Entering students

Scholarships vary in amount from \$200 to \$2400 and are renewable, provided the student fulfills the University's requirements and files for renewal each year. The stipend may be adjusted if the applicant's financial circumstances change substantially.

To qualify for scholarship consideration, a student must:

1. Secure a copy of the Parents' Confidential Statement form (a questionnaire on finances) provided by the College Scholarship Service, have it completed and forwarded to the Service not later than February 15, requesting that a copy be sent to Santa Clara. (No other application for scholarship assistance is required.) Copies of the Parents' Confidential Statement may be obtained from the high school or from College Scholarship Service, Box 1025, Berkeley, California 94701.
2. Arrange to take the Scholarship Aptitude Test of the College Entrance Examination Board, in November, December or January. (California residents must take the test in November or December to qualify for a California State Scholarship); request that the scores of the Scholastic Aptitude Test be sent to Santa Clara.
3. Send the following to the University of Santa Clara by February 15: an application for admission with the \$15.00 application fee, a transcript of high school work for at least seven semesters, and three letters of recommendation from specified persons. (Recommendation forms are provided with the application.)

California residents must apply for California State Scholarships if they intend to seek assistance from Santa Clara.

All scholarship applicants will be notified of the disposition of their requests. Notification of scholarship awards will be made no later than May 1.

UNDERGRADUATE — Present Students

California residents must apply for California State Scholarships if they intend to seek assistance from Santa Clara.

Petitions for new scholarships by students already in attendance at the University must be submitted during the month of May to the Director of Financial Aids. The necessary forms for this purpose are available in the Office of Financial Aids.

UNDERGRADUATE — Transfer Students

Students who are presently enrolled in an institution of higher learning who plan to transfer to Santa Clara and who wish to apply for scholarship assistance should write to the Registrar for instructions.

QUALIFICATIONS

Besides the conditions laid down by the donors, all scholarships administered by the University are subject to the following conditions:

1. In selecting students for scholarship benefits, evidence of financial need is required. From the applications which satisfy this requirement, preference will be given to students with higher scholastic attainments.
2. Students who are recipients of scholarships must maintain an average of at least 3.00 (B) and be approved by the Committee on Academic standing.
3. In selecting students for scholarships, participation in extracurricular activities will be taken into account. Continuance in extracurricular activities will be required of all holders of scholarships.
4. A student who holds a scholarship must file a petition for renewal each year. Petitions for new or renewed scholarships by students already in attendance at the University must be submitted during the month of May to the Director of Financial Aids. Forms for this purpose are available in the Office of Financial Aids.
5. Scholarships may be cancelled at any time for infractions of the rules and regulations of the University.



DESCRIPTION OF SCHOLARSHIPS

WILLIAM J. ADAMS, SR. SCHOLARSHIPS: Two annual scholarships contributed in 1962 and subsequently by Florence M. Adams of Santa Cruz, in memory of her husband, Mr. William J. Adams, Sr., for the benefit of two needy and deserving students, one each in the School of Engineering and in the School of Law; selection to be made by the Committee on Scholarships.

ALUMNI SCHOLARSHIP: A perpetual scholarship provided by "The Alumni Scholarship Fund" (\$1,620) established in 1945 by the University of Santa Clara Alumni Association for the benefit of a deserving student.

THE BISHOP FLOYD L. BEGIN SCHOLARSHIP: A scholarship provided by a gift in 1964 by Mr. and Mrs. John J. Donovan, Jr. in honor of the Most Rev. Floyd L. Begin, S.T.D., Bishop of Oakland. The scholarship shall be awarded to a needy and deserving student from the Diocese of Oakland nominated by the incumbent Bishop.

JESSE W. BRYAN SCHOLARSHIP: A perpetual scholarship provided by a gift (\$12,500) in 1913 from Mrs. Sarah A. Bryan of San Francisco, in memory of her son, Mr. Jesse W. Bryan (S.C. 1891-92), for the benefit of a boarding student.

EDWIN J. BROWN FELLOWSHIP: A perpetual fellowship provided by a gift of some \$12,000 from Edwin J. Brown, Emeritus Chairman of the Department of Education. This fellowship carries full-tuition and cash proceeds from the contribution. Must go to a carefully selected male, full-time graduate student in the Teacher Education program. Selection by the Department of Education with the Director of Teacher Education as Chairman.

MAGIN CATALA SCHOLARSHIP FUND: A perpetual scholarship provided by contributions (\$10,000) in 1954 and subsequently by the Catala Club of the University of Santa Clara, for the benefit of a deserving and needy student majoring in Liberal Arts; selection to be made by the President of the University.

JAMES W. COFFROTH SCHOLARSHIPS: Perpetual scholarships provided from the Trust Fund (\$18,800) established in 1943 at the Wells Fargo Bank, San Francisco, by the bequest of James W. Coffroth of San Diego, for the benefit of needy undergraduate students.

KATHERINE CONNOR SCHOLARSHIP: A perpetual scholarship provided by bequest (\$4,500) in 1942 from Miss Katherine Connor of San Jose, for the benefit of students designated by the President of the University.

ROBERT L. COWARD SCHOLARSHIPS: Annual scholarships contributed in 1918 and subsequently by friends of the University, in memory of Mr. Robert L. Coward (S.C. 1896-99), for the benefit of needy and deserving students who are outstanding for contributions to the extracurricular activities of the University.

CROWN ZELLERBACH FOUNDATION SCHOLARSHIPS: Two scholar-

ships. One annual scholarship contributed in 1956 and subsequently by the Crown Zellerbach Foundation, for a deserving undergraduate student; selection to be made by the Committee on Scholarships. One annual scholarship contributed in 1964 and subsequently by the Crown Zellerbach Foundation, for a deserving graduate student; selection to be made by the Dean of the School of Business Administration.

DE SAISSET-FILIPELLO SCHOLARSHIP: A perpetual scholarship provided by a gift (\$1,500) in 1944 from Miss Isabel de Saisset and Mrs. E. A. Filippello of San Jose, for the benefit of a student designated by the President of the University.

HUGH C. DONAVON SCHOLARSHIPS: Perpetual scholarships provided by a bequest (\$5,000) in 1961 from Miss Josephine E. Donavon of San Francisco, in honor of her brother, Rev. Hugh C. Donavon, S.J., long-time Professor of the University, for the benefit of undergraduate students designated by the President of the University.

JAMES DUNNE SCHOLARSHIPS: Fifteen perpetual scholarships provided by a gift (\$224,604) in 1931 from Mrs. Viola K. Dunne of Hillsborough, in memory of her husband, Mr. James Dunne, (S.C. 1863-74), for the benefit of resident students from the State of California.

MAMIE H. EVANS SCHOLARSHIPS: Perpetual scholarships provided by "The Mamie H. Evans Memorial Scholarship Fund" (\$9,753) established in 1938 by a bequest from Mrs. Mamie H. Evans of Butte City, for the benefit of needy and deserving students.

FARMERS INSURANCE GROUP SCHOLARSHIPS: Annual scholarships contributed in 1958 and subsequently by The Farmers Insurance Group, for the benefit of deserving students in the School of Law.

WILLIAM C. GIANERA SCHOLARSHIPS: Perpetual scholarships and grants-in-aid provided by the Fund (\$14,859) inaugurated in 1951, by friends of the University in honor of William C. Gianera, S.J., former President of the University (1945-51), for the benefit of needy and deserving students.

ROBERT E. GROSS/LOCKHEED AIRCRAFT CORPORATION: Perpetual scholarships or fellowships provided by a gift (\$50,000) in 1963 from Lockheed Aircraft Corporation, for the benefit of students majoring in science, engineering, economics, or other fields applicable to the aerospace, marine, manufacturing, or construction industries; selection to be made by the Committee on Scholarships.

ROBERT AND GUILLERMINA GRAHAM SCHOLARSHIPS: Perpetual scholarships provided by a Fund (\$22,387) inaugurated in 1950 by Mr. and Mrs. Robert M. Graham, (S.C. 1925-29 and former Bursar of the University), for the benefit of needy and deserving students of the Catholic Faith.

CLAUSIN D. HADLEY SCHOLARSHIP: A perpetual scholarship provided by a gift (\$2,500) in 1962 from Martha Hadley of Los Altos in

memory of her husband, Dr. Clausin D. Hadley, for the benefit of a needy and deserving student of the School of Business; selection to be made by the Committee on Scholarships.

FRANCIS WILLIAM HARVEY SCHOLARSHIPS: A perpetual scholarship provided by a bequest (\$12,500) in 1966 from Anna C. Harvey in honor of her son, Francis William Harvey, for the benefit of a male student in the College of Business Administration from Santa Clara County, selection to be made by the President of the University.

ROBERT L. JACOBS SCHOLARSHIP: A perpetual scholarship provided by a Fund (\$1,025) established in 1945 by friends of Mr. and Mrs. Leon Jacobs of San Jose, in honor of their son, Robert L. Jacobs (S.C. 1941-45), who gave his life in World War II, for the benefit of a student designated by the President of the University.

KNIGHTS OF COLUMBUS SCHOLARSHIP: An annual scholarship contributed in 1948 and subsequently by the California Knights of Columbus, for the benefit of a needy and deserving student.

GEORGE P. LAUINGER SCHOLARSHIPS: Perpetual scholarships provided by bequest (\$5,000) in 1962 from Mr. George P. Lauinger of San Mateo, for the benefit of needy students of high scholastic standing; selection to be made by the Committee on Scholarships.

THOMAS AND DOROTHY LEAVEY FOUNDATION SCHOLARSHIP: An annual scholarship contributed in 1958 and subsequently by the Thomas and Dorothy Leavey Foundation, for a deserving student; selection to be made by the Committee on Scholarships.

GEORGE H. MAYR SCHOLARSHIPS: Annual scholarships contributed in 1953 and subsequently by the George H. Mayr Educational Foundation of Los Angeles, for the benefit of needy and deserving students from the State of California.

JENNIE L. MURPHY AND BESSIE W. MURPHY SCHOLARSHIP FUND: Perpetual scholarships provided through a gift (\$5,000) in 1955 from the heirs of the Bessie W. Murphy Estate, in memory of Jennie L. Murphy and Bessie W. Murphy, to be used for worthy students not otherwise able to receive an education; selection to be made by the President of the University.

EDWIN J. OWENS SCHOLARSHIP FUND: A perpetual scholarship provided by contributions in 1961 and subsequently by the Catala Club of the University of Santa Clara, in honor of Judge Edwin J. Owens, for the benefit of a needy and deserving student; selection to be made by the President of the University.

JOHN PAUL PAGANINI SCHOLARSHIP: A perpetual scholarship provided by a gift (\$10,000) in 1945 from Mr. Charles M. Paganini and Family of San Francisco, in honor of his son, John Paul Paganini (S.C. 1934-38), who gave his life in World War II, for the benefit of a student designated by the President of the University.

AMELIA PARREIRA SCHOLARSHIP FUND: Perpetual scholarships provided by a gift (\$6,985) in 1962 from Peter J. Pasetta of Sartoga for the benefit of needy students of high scholastic standing.

PETER J. PASETTA SCHOLARSHIP FUND: Perpetual scholarships provided by a gift (\$6,985) in 1962 from Peter J. Pasetta of Saratoga for the benefit of needy and deserving students of the School of Business; selection to be made by the Committee on Scholarships.

BENJAMIN PATOCCHI SCHOLARSHIP: A perpetual scholarship provided by a bequest (\$8,000) in 1949 from Mr. Benjamin J. Patocchi of Sonoma County, for the benefit of a student designated by the President of the University.

JAMES D. PHELAN SCHOLARSHIPS: Perpetual scholarships provided by a bequest (\$50,000) in 1931 from the Hon. James D. Phelan, former mayor of San Francisco and United States Senator, for the benefit of students designated by the President of the University.

JOHN MCKENNA SCOTT SCHOLARSHIP FUND: A perpetual scholarship provided by a bequest (\$9,737) in 1957 from Mr. John McKenna Scott of San Francisco, for the benefit of a Mechanical Engineering student selected by the Board of Trustees according to norms indicated by the donor.

CATHERINE SEXTON SCHOLARSHIP: A perpetual scholarship provided by a bequest (\$18,000) in 1946 from Mr. John E. Sexton, Jr., of Palisade, Nevada, in memory of his mother, Mrs. Catherine Sexton, for the benefit of a boarding student from El Dorado County, California.

JOHN SEXTON SCHOLARSHIP: A perpetual scholarship provided by a bequest (\$18,000) in 1946 from Mr. John E. Sexton, Jr., of Palisade, Nevada, in memory of his father, Mr. John E. Sexton, Sr., for the benefit of a boarding student from El Dorado County, California.

J. E. SEXTON SCHOLARSHIP: Perpetual scholarship provided by a bequest (\$18,000) in 1946 from Mr. John E. Sexton, Jr., of Palisade, Nevada, for the benefit of a boarding student from Eureka County, Nevada.

EARL C. SMART SCHOLARSHIPS: Perpetual scholarships provided by a bequest (\$7,500) in 1957 from Mr. Earl C. Smart of San Jose, for the benefit of students designated by the President of the University in accord with the wishes of the donor.

ALICE PHELAN SULLIVAN SCHOLARSHIPS: Perpetual scholarships provided by a gift (\$6,500) in 1912 and a bequest (\$10,000) in 1957 by Noel Sullivan, in memory of his mother, Mrs. Alice Phelan Sullivan of San Francisco, for the benefit of students designated by the President of the University.

THE WALTER V. WALSH SCHOLARSHIP FUND: Perpetual scholarships provided by a bequest (\$5,000) in 1957 from Mr. Walter V. Walsh of

San Francisco, for the benefit of needy and deserving students in the School of Law.

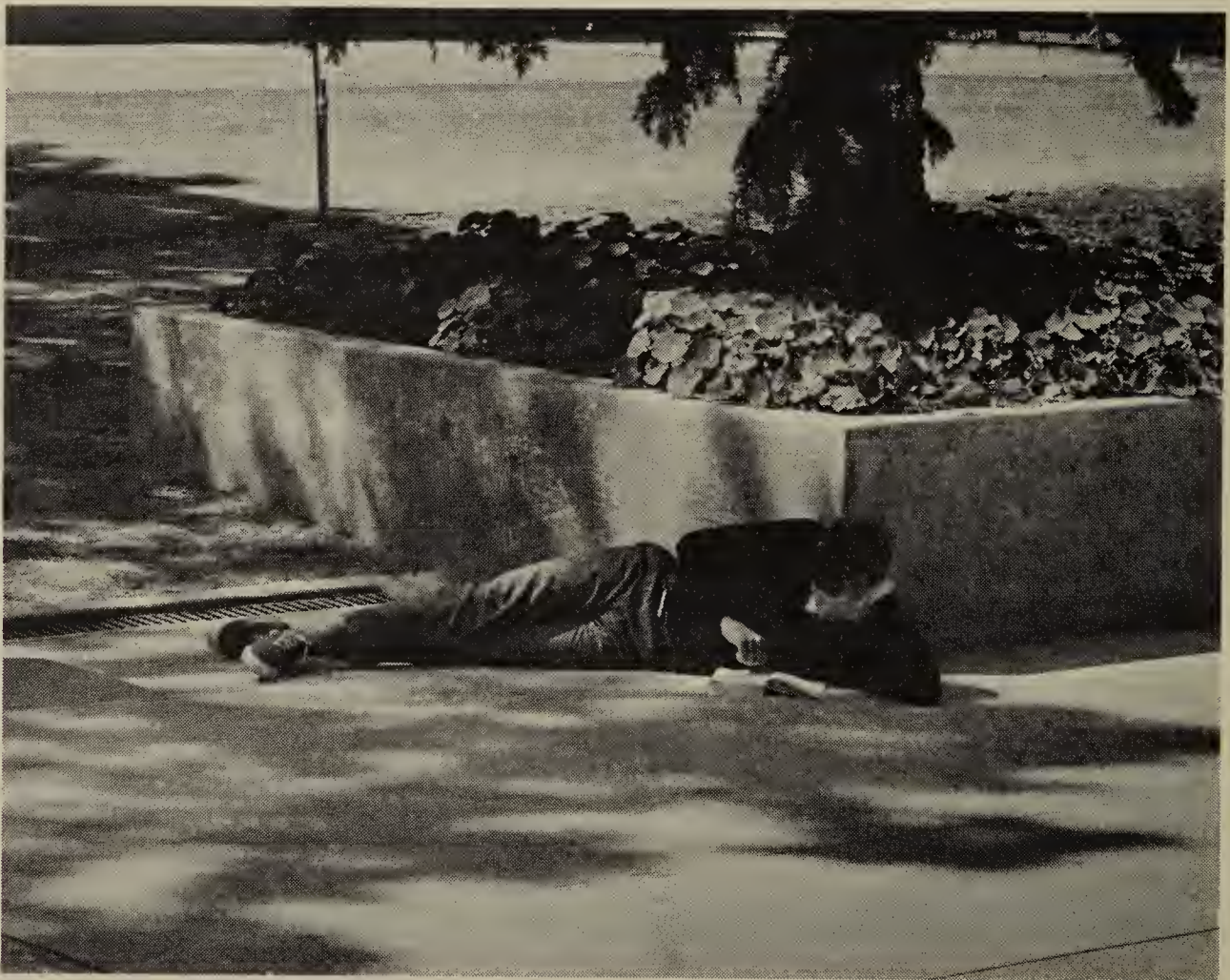
FRANK AND ALICE WALTERSTEIN SCHOLARSHIPS: Perpetual scholarships provided by a bequest (\$35,916) in 1949 from Mrs. Alice Walterstein, for the benefit of students designated by the President of the University.

WESTERN ELECTRONIC MANUFACTURERS ASSOCIATION SCHOLARSHIP: An annual scholarship contributed in 1953 and subsequently by the Western Electronic Manufacturers Association, for the benefit of needy and deserving students majoring in Electrical Engineering or in related scientific fields; selected by the Committee on Scholarships.

GEORGE E. LENZEN MEMORIAL SCHOLARSHIP: A perpetual scholarship provided by a bequest (\$2,010) in 1968 from George E. Lenzen of San Jose for the benefit of deserving students.

THE AARON RICHARDS MEMORIAL SCHOLARSHIP: A perpetual scholarship provided by a gift (\$30,000) in 1967 from Mrs. Reva K. Richards of San Jose, in memory of her husband, Mr. Aaron Richards (S.C. 1926-29), for the benefit of needy and deserving students.

JOHN P. BORRELLI SCHOLARSHIP FUND: Perpetual Scholarships provided by Mrs. John P. Borrelli and others (totaling \$10,000) in memory of her son for needy and deserving students with preference in Mathematics.



JESUIT SCHOLARSHIPS

SANTA CLARA: A limited number of annual scholarships (amounts according to need) contributed in 1930 and subsequently by the Jesuit Fathers of the University, for the benefit of needy and deserving students selected by the Committee on Scholarships.

FR. HARRY STREHL, S.J.: Annual full-tuition scholarships contributed by the Jesuit Fathers of the University, for a graduate of each of the fourteen Jesuit high schools in the west, selected by the principal of each institution from the five seniors with the highest academic rank; renewable for an additional three years by meeting University scholarship requirements.

EMERY: A limited number of scholarships (amounts according to need) in the School of Law, contributed in 1956 and subsequently by the Jesuit Fathers of the University, in honor of James A. Emery (S.C. 1893-96), for the benefit of needy and deserving students selected by the Committee on Scholarships.

GENERAL ACHIEVEMENT AWARDS

NOBILI MEDAL: An annual prize of a gold medal founded by Joseph A. Donohoe, in honor of the first President of Santa Clara, the Rev. John Nobili, S.J., to be awarded to the male student who shall be judged outstanding in personal conduct, activities, and academic excellence.

SAINT CLARE MEDAL: An annual prize of a gold medal, established by the University of Santa Clara, to be awarded to the woman student judged outstanding in personal conduct, activities and academic excellence.

COLLEGE PRIZES

BUSINESS ADMINISTRATION PRIZE: An engraved key given by the Business Administration Association to the senior in the School of Business who shall have made the greatest contribution to the School of Business.

DELTA SIGMA PI KEY: An engraved key given by the Delta Sigma Pi to the senior in the School of Business with the highest scholastic average.

THE ISABEL JONES PRIZE: An annual prize of \$100 donated in memory of Mrs. Isabel Jones by her husband. Dr. Eliot Jones, to be given to the senior student of the School of Business who is judged by the Faculty of that School to be outstanding in scholarship.

THE CHARLES J. DIRKSEN PRIZE: An annual prize of \$100 donated by Dr. Eliot Jones in honor of Dean Charles J. Dirksen to be given to the junior student in the School of Business who is judged by the Faculty of that School to be outstanding in scholarship.

THE ORELLA PRIZE: An annual award of \$75 established in 1915 by the late Dr. Firmin R. Orella, B.S. '89, and founded in 1945 by his wife, Albertine S. Orella, to be given to the senior student in the departments of science who attains the highest average in scientific subjects during the junior and senior years.

THE SCHWARTZ PRIZES: Two annual prizes of \$100 each, donated in 1955 by Dr. Sidney L. Schwartz of San Francisco, to be given to students submitting papers in Finance and Business or Economics which shall be judged outstanding by the Faculty of the School of Business.



DEPARTMENTAL PRIZES

THE RELIGION PRIZE: A purse of \$100 given by the President of the University (1950), to be awarded annually to an upper-division student, for proficiency in theology, selected on conditions set down by the Department of Theology.

SANTA BARBARA MEDALS: Four gold medals, given by the President of the University, to be awarded annually, on the recommendation of the Professor in Military Science, to the outstanding cadet in each of the four years of training.

THE SOURISSEAU PRIZE: An annual prize of \$100 founded in 1955 by Miss Eva Sourisseau of San Jose, in honor of her parents and family, to be given to the senior student of the University who shall be selected by the Department of Philosophy for outstanding philosophical achievement.

THE MICHAEL SHALLO PRIZE IN POLITICAL SCIENCE: An annual prize of \$100 founded in 1955 by the University, in honor of Father Michael Shallo, S.J., Professor of Political Philosophy, to be given to the student of the University selected by competition as the most proficient in political science.

THE CIVIC CLUB ITALIAN PRIZES: Three prizes totaling \$100 contributed in 1949 and thereafter by the Civic Club of San Jose, to encourage the study of Italian language and culture, to be given to the students attaining the three successively highest grades in the study of Italian.

THE MEDAL OF THE ASSOCIATION OF THE ARMY OF THE UNITED STATES: Awarded to the outstanding cadet of the first year of the Advanced Curriculum of ROTC, for exceptionally meritorious academic attainments, exemplary conduct, efficiency, and fidelity.

DEPARTMENT OF THE ARMY SUPERIOR CADET RIBBON AWARD: Four ribbons awarded annually by the Department of the Army to the outstanding cadet in each academic class of Senior Division ROTC program at the University who has consistently demonstrated potential qualities as an officer.

THE RYLAND PRIZES: The Hon. Caius T. Ryland founded in 1897 an annual purse of \$125, leaving its disposition to the discretion of the Faculty. This the Faculty, after due consideration, assigned to the University Literary Congress, organized February 22, 1857, establishing the Ryland Debate to be held yearly between the two branches, the Senate and the House, and divided the purse into three prizes of \$70, \$35, and \$20, respectively.

THE WILLIAM H. LEAHY PRIZE: A gold watch, valued at \$100. This prize was founded in honor of Mr. William Leahy by his wife and his brother, Mr. James Leahy, for the winner of the Dramatic Art Contest.

THE HANDLERY PRIZE: An annual prize of \$100 founded by Mrs. Rose Handlery, in memory of her son, Raymond, of the class of 1934, to be given to the senior student of the University who will have contributed most to the success of any of the University student publications.

THE McCANN PRIZE: Annual prize of \$60 founded in honor of Daniel B. McCann, B.S., '84, to be given for the best short story.

THE REDWOOD PRIZE: Annual prize of \$25 founded in 1908 by the executive committee of *The Redwood*, and given for the best essay on an historical subject.

THE SHIPSEY POETRY PRIZE: An annual prize of \$50 founded in 1954 by Richard M. Schmidt, in honor of the late Reverend Edward Shipsey, S.J., to be presented to the student selected by the Faculty of the Department of English for the most outstanding contribution in the art of poetry.

THE OWL PRIZE: An annual prize of \$60 founded by the directors of the College magazine, *The Owl*, to be given to the winner of an oratorical contest in the University. Since the oratorical contest is no longer held, the prize formerly awarded for the competition is now

added to Ryland Debate prizes and divided as follows: \$100, \$50, and \$35, respectively. The prizes will be henceforward called the Ryland-Owl Prizes.

FRESHMAN MATHEMATICS PRIZE: An annual award of books to a freshman student selected by the Mathematics Faculty for excellence in mathematical study and achievement during his freshman year.



SECTION III
DEGREES AND COURSE DESCRIPTIONS

GRADUATE SCHOOL OF BUSINESS
and
SCHOOL OF BUSINESS

1968-1969

CONTENTS

Administrative Officers	87
Aims	87
Organization	87
Degrees	
B. S. C.	87
M. B. A.	87
Ph.D.	87
National Affiliation	87
Undergraduate Program	88
Honors	88
Method of Instruction	88
Entrance Requirements	89
Transfer Students	89
Graduation Requirements	90
Graduate Programs	95
Degree Requirements	96
Courses	97
Doctor of Philosophy Program	100
The Management Center	103
Description of Courses	
Business Administration	
Undergraduate Courses	103
Graduate Courses	109
Economics	
Undergraduate Courses	115
Graduate Courses	117
Other Courses	118
Advisory Board	127
Faculty	128
Index	132

GRADUATE SCHOOL OF BUSINESS AND SCHOOL OF BUSINESS

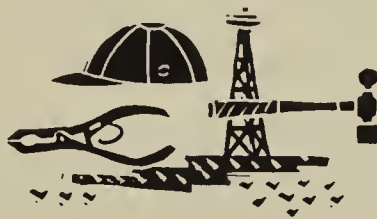
ADMINISTRATIVE OFFICERS

PATRICK A. DONOHOE, S.J., PH.D.	President
ALEXIS I. MEI, S.J., PH.D.	Academic Vice-President
CHARLES J. DIRKSEN, M.S.C., LL.D.	Dean
JOHN PAGANI, PH.D.	Associate Dean
W. C. GIANERA, S.J., LL.D.	General Advisor

AIMS

The Schools of Business correlate the general educational aims of the University with preparation in meeting the general and specific problems of industry.

The specific aims are to supply professional training for those who are aiming at responsible positions in corporations, in their own businesses, in professional organizations serving business, or in state and federal government agencies; and to provide graduate work at both the master and doctoral levels.



ORGANIZATION

The Board of Trustees established the School of Business as an integral part of the University of Santa Clara in 1926. The four-year curriculum was approved in 1927. The Graduate School of Business was established in 1958.

The Schools of Business are divided into three divisions:

- a) Undergraduate (4 years) (B.S.C. Degree).
- b) Graduate (M.B.A. and Ph.D. Degrees).
- c) The Management Center.

There are five departments in the Schools of Business — Accounting and Statistics, Economics, Finance, Administration, and Marketing.

NATIONAL AFFILIATION

Both the Graduate School of Business and the School of Business are accredited by the American Association of Collegiate Schools of Business.

UNDERGRADUATE PROGRAM

SCHOOL OF BUSINESS

The program leading to a degree of Bachelor of Science in Commerce consists of a total of 40 term courses. To fulfill the residence requirement, at least seven term courses must be taken normally in the year immediately preceding the awarding of the Bachelor's degree. Transfer students who attend the University only in their senior year shall complete nine term courses as a residence requirement.

During the first two years, extreme specialization is not the aim of the School. Rather, the student is trained in the fundamentals of English, mathematics, economics, accounting, speech, and philosophy so that he will be well-prepared to analyze and study the technical and special problems of business.

During the junior and senior years, the program is arranged so that every student will include courses in the major functions found in typical business firms. All students must take courses in finance, marketing, production, administrative practices, accounting, business policy, business law, and ethics.

Special and advanced work is given in accounting, administration, economics, finance, management, marketing, and statistics so that students may specialize in some specific area. As an example, majors in accounting may take the required work to prepare for the Certified Public Accounting examination.

The courses in ethics, philosophy, and science provide the student with the broader fundamental principles necessary for dealing with the industrial system in its social and technical relationships.

HONORS PROGRAM

The School of Business will institute an Honors Program beginning September, 1969.

During the Freshman and Sophomore years, students will be assigned to honors sections which will be offered for students in the School of Business and in the College of Arts and Sciences. During the Junior and Senior years, special honors sections will be supervised by the various departments in the School of Business.

In order to qualify for the Honors Program, students in the School of Business must rank in the upper 10% of the class in which they are enrolled.

METHOD OF INSTRUCTION

Students learn through doing. Cases, problems, and discussions supplement in large measure the lecture method which many schools use.

The students must serve as active participants in class discussions. They must learn how to analyze business problems in a great variety

of situations. In so doing, they develop the ability and aptitude to evaluate a business problem and to decide on what course of action to follow.

ENTRANCE REQUIREMENTS

To qualify for freshman standing in the School of Business, applicants must be graduates of an accredited high school and must present no less than 16 units. The quality of the grades presented must be above average. The prescribed units are as follows:

English	3 units
Foreign language (one language)	2 units
Mathematics (algebra and geometry)	2 units
History	1 unit
Laboratory science	1 unit
Optional, advanced course in foreign language, mathematics, or laboratory science	1 unit

In addition to the prescribed units, it is strongly recommended that the remaining six units be in solid college preparatory subjects such as mathematics and science.

Advanced Standing

Transfer students who were acceptable for admission as freshmen to the University at the time of their graduation from high school may be admitted to advanced standing or credit if they have at least a 2.0 grade point average in transfer courses at the last college attended and an over-all 2.0 grade point average in all transfer courses attempted. Proof of eligibility, as above described, must be supplied by the applicant.

Students who, for academic reasons, were not acceptable for admission as freshmen at the time of graduation from high school may be admitted to advanced standing if they have completed, in any approved college, at least 30 semester units of transfer courses with better than average grades.

TRANSFER STUDENTS

Students who transfer to the School of Business from other universities and junior colleges must complete, during their first two years, a minimum of 60 semester or 90 quarter-units in order to be given junior status. Included in these units must be 6 semester or 9 quarter-units of Principles of Accounting, 6 semester or 9 quarter-units of Principles of Economics, and 6 semester or 9-quarter units of mathematics.

GRADUATION REQUIREMENTS

Lower Division

The first two years (freshman and sophomore) of college work are known as the lower division. The work of the lower division supplements that of the secondary schools in establishing a basis for a liberal education and, at the same time, includes work introductory to the professional courses required at the University.

Lower-Division Courses: It should be noted that the recommended program for the first two years is the same for all students. Each student must complete 22 term courses in the lower division .

Freshman Year

First Term

1. English 1
2. Theology*
3. BA 14 (Mathematical Concepts I)
4. BA 11 (Business and Society),** BA 12 (American Economic History),** or BA 18 (Business Law)

Second Term

1. English 2
2. BA 15 (Mathematical Concepts II)
3. BA 11 (Business and Society), BA 12 (American Economic History), or BA 18 (Business Law)

Third Term

1. Speech 1
2. BA 16 (Mathematical Concepts III) or Elective
3. BA 11 (Business and Society), BA 12 (American Economic History), or BA 18 (Business Law)
4. Military Science

Sophomore Year

First Term

1. Economics 1
2. BA 1 (Fundamentals of Accounting)
3. English 20, BA 20 (Business Law), or Elective
4. Philosophy 1

Second Term

1. Economics 2
2. BA 2 (Fundamentals of Accounting)
3. English 20, BA 20 (Business Law), or Elective
4. Philosophy 2

*Only Catholic students are required to take courses in Theology.

**B.A. 11 or B.A. 12 will satisfy requirements in American Institutions. Other acceptable courses are: Econ. 116, Hist. 17, 18, 174, 175; P.S. 1, 153, 154, 155.

Third Term

1. BA 3 (Fundamentals of Accounting)
2. BA 40 (Statistics), or Elective
3. Theology*

Upper Division

The primary objective in the upper division is to provide fundamental academic and professional training which will qualify graduates for the responsibilities of business. In other words, the School of Business has as its primary goal the training of professional business men.

The secondary objective is to offer sufficient work in accounting, management, sales and marketing, finance, economics, and statistics so that students who desire to specialize may prepare for careers in these areas.

Requirements: Each student is required, on entering the upper division, to fulfill the following minimum requirements for graduation:

1. At least 18 term courses must be completed after fulfilling the requirements of the lower division.
2. Residence of at least one year immediately preceding graduation is required for the granting of any degree.
3. Electives. Subjects not taken as prescribed courses and not included in the student's major and minor sequences may be chosen as free electives to complete the 40 term courses required for graduation.
4. A minimum of 11 upper-division courses in Business and Economics must be completed during the junior and senior years.

Substitution for some of the total prescribed units may be allowed in special programs with permission of the Dean.

Required Upper-Division Courses: The program is arranged so that every student must include during his junior and senior years courses in the major functions found in typical business firms.

I. Basic Courses:

During the junior and senior years, the students will be required to take the following basic term courses:

Statistics (BA 100)

Finance (BA 121, or BA 123)

Marketing (BA 181)

Business Organization and Management (BA 160)

Economics of Enterprise (BA 159)

Business Policy (BA 162), or Business Fluctuations (BA 128)

II. Field of Emphasis:

Four courses beyond the introductory course in one field. The following fields of emphasis are approved: Accounting, Statistics,

*Only Catholic students are required to take courses in Theology.

Economics, Finance, Administration, and Marketing (including retailing, sales management, and advertising).

Students who do not wish to elect one of the preceding fields of emphasis may receive permission to elect a general business program.

The above required subjects give the students the training necessary in preparing them to have a broad business outlook. With courses in marketing, industrial management, finance, economics, and accounting in their required program, the students are prepared to grasp and cope with the complicated problems of management. They are not limited in their analysis of these varied problems to any one phase of the operations of a company, but are equipped to consider all aspects.

Junior Year

First Term

1. Major Area
2. Business Administration and Economics Core*
3. Elective

Second Term

1. Major Area
2. Business Administration and Economics Core*
3. Elective

Third Term

1. Elective
2. Business Administration and Economics Core*
3. Theology

Senior Year

First Term

1. Major Area
2. Business Administration and Economics Core*
3. Philosophy

Second Term

1. Major Area
2. Business Administration and Economics Core*
3. Elective

Third Term

1. Business Administration or Economics Elective
2. Business Administration and Economics Core*
3. Elective

*The Business Administration and Economics Core area for the junior and senior years include term courses in: Business Organization and Management (BA 160), Business Policy (BA 162), Economics of Enterprise (BA 159), Finance (BA 123 or BA 121), Marketing (BA 181) and Statistics. (The requirement in Statistics may be fulfilled by taking BA 40 in the sophomore year, or BA 100 in the junior year.)

AREAS OF SPECIALIZATION

The term courses below are examples of some of the courses which may be used to satisfy the requirements in the areas of specialization.

Curriculum in Accounting and Statistics

Dr. John Pagani, *Chairman*

(Acceptable subjects)

BA 101	Statistical Analysis
BA 102	Statistical Analysis
BA 130	Accounting Principles I
BA 131	Accounting Principles II
BA 132	Accounting Principles III
BA 133	Accounting Principles IV
BA 134	Accounting Analysis
BA 135	Accounting Problems
BA 136	Cost Analysis
BA 137	Auditing
BA 138	Income Taxation I
BA 139	Income Taxation II
Econ. 128	Business Fluctuations and Forecasting

Curriculum in Economics

Dr. L. M. Belotti, *Chairman*

(Acceptable subjects)

Econ. 110	History of Economic Doctrines
Econ. 114	Price Theory
Econ. 115	Aggregate Economics
Econ. 116	American Economic History
Econ. 119	Public Finance
Econ. 120	Taxation
Econ. 122	Money and Banking
Econ. 128	Business Fluctuations and Forecasting
Econ. 129	Economic Development
Econ. 150	Labor Problems
Econ. 180	International Trade

Curriculum in Finance

Dr. D. Robert Papera, *Chairman*

(Acceptable subjects)

BA 119	Public Finance
BA 120	Taxation

BA 124	Investments and Investment Institutions
BA 125	Financial Policy
BA 126	The Financial System
BA 127	Problems in Public Finance
BA 129	Finance Seminar
BA 148	Principles of Insurance
BA 150	Life Insurance

Curriculum in Administration

Dr. Joseph M. Trickett, *Chairman*
(Acceptable subjects)

BA 101	Statistical Analysis
BA 136	Cost Analysis
BA 147	Industrial Sociology
BA 157	Elements of Management Science
BA 158	Government and Business
BA 163	Production Management
BA 166	Personnel Management
BA 168	Administrative Practices
BA 171	Industrial Psychology
BA 185	Sales Management

Curriculum in Marketing

Dr. Lawrence C. Lockley, *Chairman*
(Acceptable subjects)

BA 148	Principles of Insurance
BA 165	Retailing
BA 181	Marketing Principles
BA 182	Marketing Problems
BA 183	Marketing Agricultural Products
BA 184	Advertising
BA 185	Sales Management
BA 189	Marketing Research
Econ. 180	International Trade



GRADUATE SCHOOL OF BUSINESS

MASTER OF BUSINESS ADMINISTRATION DEGREE

The purpose of the graduate program leading to the degree of Master of Business Administration is to help students develop the attributes of business leadership. The curriculum is focused on the problems of business but is intended to be broad and general, rather than merely vocational. It stresses the significance of the orientation of business to a dynamic society, and the problems of control of the increasingly complex aspects of an industrial economy.

Graduate courses will be offered during four quarters each year, starting in September, January, March, and June. Classes will be scheduled during the late afternoon and evening periods to allow graduate students employed during the day to complete the requirements for the degree of Master of Business Administration.

Entrance Requirements

Requirements for admission for the Master of Business Administration degree give recognition to the differences among candidates in educational background and experience.

The M.B.A. program can be built upon undergraduate work in Engineering, Business, Arts and Sciences, and other areas. A candidate for admission must have a Bachelor's degree from an institution of accepted standing.

To guarantee minimum standards of performance, a student who has completed undergraduate courses in accounting, economics, and/or statistics will be required to pass qualifying examinations in these areas to satisfy the basic requirements in BA 200, 230, and 216. Undergraduate courses in finance, mathematics, and marketing may be used to satisfy basic requirements as listed in the Group I courses (BA 245, BA 292, BA 280).

If a student did not complete undergraduate courses in these basic areas, he cannot take the qualifying examinations but must satisfy the requirements by taking the basic courses. Examinations will be administered approximately three weeks before opening of each term. Special arrangements will be made for students coming from a distance.

An applicant must have earned a minimum grade-point average of 2.5 (on a 4-point scale) to be considered for the program.

Instructions for Application

Submit application form in duplicate. (Application forms and transcripts must be on file with the University at least three weeks prior to the starting date of classes.) Enclose a \$15.00 application fee. Checks are to be made payable to the University of Santa Clara.

Before an application can be evaluated, all transcripts of college credit must be on file at the University. One should write directly to the regis-

trar of each school of collegiate grade attended (and listed on his application) and have a transcript sent directly to the University.

Two recommendations are required. Forms to be used for this purpose will accompany the application forms.

Applications and transcripts should be addressed to: Chairman, M.B.A. Program, School of Business, University of Santa Clara, Santa Clara, California. All credentials and transcripts which are submitted to the University become the property of the University.

Tuition and Fees

Application Charge	\$15.00
This charge is to be sent with each application form and is not refundable.	
Registration Fee	5.00
This fee is payable each quarter of registration regardless of the number of units for which the student is registered. The fee is not refundable.	
Tuition, <i>per three quarter units</i>	80.00
Diploma and Graduation Fee	25.00
Payable in quarter in which degree is granted.	

Refund of Tuition

Any student withdrawing prior to and up to the fourth meeting of any regularly scheduled class will receive a refund of one-half of the tuition. *No refunds of tuition will be made subsequent to the fourth meeting. The registration fee is not subject to refund.* When a student withdraws from the University or from a class, he must report to the Administrative Office of the School of Business and fill out a Withdrawal Form. This cannot be done by mail or by telephone but must be done in person.

DEGREE REQUIREMENTS

The Master of Business Administration will be granted after completion of a minimum of 45 graduate quarter-units of credit beyond the Group I courses (basic requirements). All credits must be earned in graduate courses open only to graduate students. Undergraduate courses may not be substituted in the satisfaction of this requirement.

Residence requirements of the University may be met by completing 36 quarter units of graduate work beyond the Group I courses at Santa Clara within six calendar years.

Academic Status

The minimum passing grade in each course is C. However, a grade point average of 2.00 (C) is required for graduation. A grade lower

than C in any course requires that the course be repeated. If, in the opinion of the Committee on Academic Standing of the School of Business, a student's work is so poor as to justify the action, or if it is reasonably certain that he does not possess the qualifications necessary for success in the business field, he may be disqualified.

Incompletes

A student's work may be reported incomplete if some essential portion of his work in the course remains unfinished after the final examination. An incomplete becomes a failure unless the unfinished work is completed to the satisfaction of the instructor within a period of four weeks after the beginning of the following quarter.

Acceptance for Candidacy

Permission to register in the School of Business does not in itself imply that the student is accepted or will be accepted as a candidate for an advanced degree. Once a student has completed 18 graduate units beyond the Group I courses, he must petition to be admitted to candidacy for the M.B.A. degree.

If the student is not advanced to candidacy after completing 18 units of graduate work, he will be disqualified and will not be allowed to continue in the M.B.A. program.

COURSES OPEN ONLY TO GRADUATE STUDENTS

Group I. Basic Courses

This group of courses will provide a background in the major fields of Business and will serve as a basis for advanced study. Students coming from a liberal arts or an engineering undergraduate major may find it necessary to take all of these courses. These basic courses are offered as part of the graduate program and will satisfy undergraduate deficiencies. Candidates are not precluded from enrolling in basic and Group II classes where circumstances merit such procedure.

		<i>Units</i>
BA 200	Statistics	3
BA 216	Accounting	3
BA 230	Economics	3
BA 245	Finance	3
BA 280	Marketing	3
BA 292	Mathematical Analysis I	3

Group II. Required of All Students (9 units)*(May be taken with Group I courses.)*

		Units
BA 260	Management and Organization*	3
BA 261	The Sociology of Management,* and/or	3
BA 265	Legal Aspects of Business**	3
BA 268	Management of Human Resources	3

Group III. Required of All Students (24 units)*(May not be taken with Group I courses.)*

		Units
BA 201	Statistics for Management	3
	(Prerequisite: BA 200 or equivalent)	
BA 217	Accounting for Management I	3
	(Prerequisite: BA 216 or equivalent)	
BA 218	Accounting for Management II	3
	(Prerequisite: BA 217)	
BA 231	Economic Analysis of the Firm	3
	(Prerequisite: BA 230 or equivalent)	
BA 232	Analysis of Business Conditions	3
	(Prerequisite: BA 231)	
BA 246	Financial Management II	3
	(Prerequisite: BA 245 or equivalent)	
BA 262	Management of Production	3
BA 282	Marketing Management	3
	(Prerequisite: BA 280 or equivalent)	

Group IV. Electives (9 units)

(Courses in Groups I, II, and III must be completed before these courses are taken. The courses listed below are examples of some of the elective courses which may be taken.)

		Units
BA 220	Auditing	3
BA 221	Income Taxation	3
BA 222	Accounting Problems	6
BA 223	Accounting Problems	6
BA 232	Analysis of Business Conditions	3
BA 233	Macrodynamics	3
BA 234	Economic Policy	3
BA 247	Dynamics of the Financial System	3
BA 249	Investment Portfolio Management	3
BA 261	Sociology of Management*	3
BA 266	Management Policy	3

*May be taken with Group I courses.

**Students who have completed other courses in law or government and business may petition another graduate course.

		<i>Units</i>
BA 268	Management of Human Resources*	3
BA 269	Communications	3
BA 272	Management Decision Processes	3
BA 281	Marketing Theory	3
BA 284	Advertising Management	3
BA 289	Marketing Research	3
BA 290	Punch Card Data Processing	3

*May be taken with Group I courses.

Group V. Seminar

(One seminar is required of all students)

The seminar offers the student the opportunity to intensify an area of emphasis. Among the seminar requirements is a formal written report (or reports) in which the student will explore a topic approved by the instructor.

The following regulations apply to the seminar:

1. A student must complete a minimum of 30 units and all pre-requisites before being allowed to register for a seminar. There will be no exceptions to this rule.
2. No student will be allowed to register for a seminar until he has completed a minimum of three courses (beyond the Group I courses) in the area in which he wishes to take a seminar.
3. Full-time students will register for the seminar as directed by their faculty advisors.

Ordinarily, seminars will not be given during the summer quarter. Programs should be planned accordingly. It is recommended that the seminar be taken in the last quarter of the student's program.

Alternative Requirement for Group V

On petition, a limited number of students may be permitted to substitute a thesis (BA 299) for the seminar requirement (Group V.).



THE DOCTOR OF PHILOSOPHY DEGREE*

PROGRAM IN BUSINESS

The degree of Doctor of Philosophy in Business is conferred upon students as an indication of high intellectual achievement. It is intended to prepare students for business or academic work. Emphasis is placed on breadth of understanding and on competence in analysis, rather than on skill in the day-to-day demands of business.

Because of the general nature of the program, students will be able to apply their background knowledge to a wide range of application and will be able to keep up with the growing body of knowledge surrounding business activity.

The requirements for the degree are expressed in general terms; it is intended that the program retain a high degree of flexibility. Students will be asked to meet the general requirements of the School of Business, and beyond that, it is expected that the curricular requirements will be adapted to the needs and objectives of the student.

Admission to the Program

Candidates for admission to the program must have earned a baccalaureate degree from an accredited collegiate institution and must establish this record with an official transcript from the institution granting the degree. In addition, the candidate must take the Admission Test for Graduate Study in Business, given by the Educational Testing Service. At the time of his application for admission, the student will receive any other reference material needed. Admission to the graduate program does not assure the candidate continuous registration; he must maintain a satisfactory grade average and must pass the various examinations.

Requirements for the Degree

The degree of Doctor of Philosophy will be awarded on the basis of the successful completion of 90 quarter-hours of course work; the passing of an examination in one language other than English and foreign to the candidate; the passing of a screening examination which is designed to reveal the candidates' understanding of the University of Santa Clara's Master of Business Administration program, passing of a comprehensive field examination; and the writing and oral defense of an acceptable dissertation.

At least one full year of course work must be completed at the University of Santa Clara. Credit for graduate course work taken at other

*Students registered in the doctoral program prior to June 1, 1968 may follow program outlined in 1967-68 catalog providing they passed qualifying exam in statistics and/or a field exam prior to June 15, 1968. All others will be required to follow the new doctoral program as outlined in this catalog.

accredited institutions may be allowed on petition to the Graduate Studies Committee of the School of Business.

It must be emphasized, however, that the attaining of the degree of Doctor of Philosophy is not a matter of accumulation of a given number of course credits, but of building a background of knowledge and understanding broad enough and secure enough to allow the candidate to pass the succession of examinations set for him. Many candidates may feel that additional courses would be advantageous.

PROGRAM OF STUDY

1. **Screening examination.** This screening examination will be a written test and will be designed to reveal the candidates' understanding of the University of Santa Clara's Master of Business Administration program, as outlined in the catalog of the School of Business of the University of Santa Clara. This examination will consist of two 3-hour written parts. No student will be allowed to proceed in the doctoral program until he has passed the screening examination. This examination will be given for the first time in the spring of 1968 and will generally not be given more than once or twice each year.

The Language Requirement: The candidate will be asked to develop a reading knowledge of a language which is not the native language of the candidate. The purpose of this requirement is to enable the candidate to read the literature in his field in at least one additional language. It is not a conversational language requirement; if the candidate is able to read and get the meaning of literature in his fields of interest, he will have reached the goal set.

Upon the completion of the screening examination, the student will be asked to select a major field of emphasis. He will present his written proposal for his field of emphasis to the doctoral school committee which will decide whether or not it is possible for the candidate to emphasize the doctoral area requested at the University of Santa Clara.

Once the doctoral field has been approved by the School Committee the doctoral candidate will be assigned to the department chairman who will be responsible for working out his complete program. This program must be approved by the above School Committee before the candidate will be allowed to proceed with his work.

Whenever the department chairman believes the candidate is ready to take a comprehensive oral examination in his field of emphasis, a committee of five members of the faculty will be appointed by the Graduate School Committee to give the oral examination.

The Dissertation Requirement: The dissertation for the degree of

Doctor of Philosophy is expected to constitute a contribution to knowledge. It must be an original work, requiring both research and analysis. It must be written in clear, grammatical, and forceful English, type-written or reproduced by a method which allows the document to be microfilmed clearly, and accompanied by a concise summary of about ten to fifteen pages. One original and at least two copies must be submitted to the student's doctoral committee. The members of this committee and any others invited by the committee will examine the candidate orally on the dissertation.

If the candidate passes this final examination, he will have completed all requirements for the degree of Doctor of Philosophy in Business.

Summary of Ph.D. Degree Requirements

The following requirements must be satisfied before a doctoral candidate will be recommended for the Doctor of Philosophy degree:

1. Demonstrated competence of general requirements of University of Santa Clara's Master of Business Administration Program through a screening examination.

2. Passing of a foreign language examination. The candidate must demonstrate an ability to utilize the foreign language as a meaningful research tool.

3. Completion of the recommended units of graduate work beyond the baccalaureate degree.

4. The passing of a comprehensive oral examination in a field(s) of specialization selected by the candidate.

5. The completion and oral defense of a dissertation acceptable to the doctoral committee established for the candidate. The dissertation must reflect the candidate's ability to conceive and execute independent scholarly research which contributes to knowledge in business administration. The dissertation must be completed within a five-year period from the date of passing the general examination.

Tuition Costs

Course tuition is \$80 for each 3-quarter unit course. The requirements for the degree of Doctor of Philosophy are for 90 quarter-units of course work, of which at least one-half must be taken in residence at the University of Santa Clara. In addition, there is a charge for individual supervision and counseling equivalent to 45 quarter-units. This last sum will be payable as tuition after course requirements are completed. There is an application fee of \$10 which is not refundable, and a registration fee of \$5 payable for each quarter the student is in residence at the University of Santa Clara, and a graduation fee of \$25.

THE MANAGEMENT CENTER

The Management Center at the School of Business, University of Santa Clara, was organized in 1957 to provide programs of continuing education for executives, managers, and supervisors. Many different seminars, institutes, workshops, and conferences have been conducted for people coming from all levels of management and from public and private, profit and nonprofit institutions. Some of these programs are initiated by the University, but many others are instigated by a single company, by a group of companies, or by a professional association.

Although the Center was established as an adjunct of the School of Business, the educational and professional talents of all parts of the University are integrated in these programs.

The more important programs which are offered each year include the following:

Management Development Program—(Offered Fall, Spring and Summer — a twelve-day program) for middle- and upper-management people.

Foremanship and Supervision Program — 20 weeks, Fall to Spring.

Seminar in Hospital Management — 4 or 5, eight-week seminars throughout the year.

Seminar in Municipal Management — 4 or 5, eight-week seminars throughout the year.

Western Institute for Organization Management, conducted in cooperation with the Chamber of Commerce of the United States — a one-week each year, for six years, intensive program for Chamber of Commerce and Association executives.

BUSINESS ADMINISTRATION COURSES (BA)

UNDERGRADUATE COURSES

1. FUNDAMENTALS OF ACCOUNTING

Constructive aspects of accounting with attention centered on the general ledger and its manipulation.

2. **FUNDAMENTALS OF ACCOUNTING**
The financial cycle and its interpretation as seen through accounts. Prerequisite: BA 1.
3. **FUNDAMENTALS OF ACCOUNTING**
Managerial accounting as viewed through the analysis of costs. Prerequisite: BA 2.
11. **BUSINESS AND SOCIETY**
The American business system in theory and practice; political, social, and economic forces shaping the environment of the business organization.
12. **AMERICAN ECONOMIC HISTORY**
A study of the economic history of the United States, with special reference to problems arising from the factory system and large-scale production.
14. **MATHEMATICAL CONCEPTS I**
Emphasis on the basic concepts of mathematics as applied to business and economics.
15. **MATHEMATICAL CONCEPTS II**
Continuation of Mathematical Concepts I.
16. **MATHEMATICAL CONCEPTS III**
Continuation of Mathematical Concepts II.
18. **BUSINESS LAW**
The nature and purpose of law, with emphasis on contracts, agency and sales, negotiable instruments, bailments and carriers, and property.
20. **BUSINESS LAW**
A continuation of 18, with emphasis on partnerships, corporations, bankruptcy, real estate, insurance, and suretyship.
40. **PRINCIPLES OF STATISTICS**
An introduction to quantitative techniques, with emphasis on basic statistical methods.
55. **ACCOUNTING IN THE SOCIAL SCIENCES**
The analytical framework of accounting with reference to the social sciences.
100. **STATISTICS**
Basic concepts and methods of statistics, including descriptive statistics, significance tests, estimation, sampling, and correla-

tion. Not open to students who took BA 40, Principles of Statistics.

101. STATISTICAL ANALYSIS

Application of the methods of basic least squares, with particular reference to the problems of multiple, partial, and curvilinear correlation. Prerequisite: BA 100.

102. STATISTICAL ANALYSIS

The principles of statistical inference, together with the problems of small samples, tests of significance, statistical estimation, contingency tables, and analysis of variance and covariance. Prerequisite: BA 101.

103. OPERATION RESEARCH

Quantitative techniques used in the solution of economic and business problems.

119. PUBLIC FINANCE

A course in Fiscal Policy. An analysis of the economic effects of government expenditure and government borrowing upon economic growth and stability.

120. TAXATION

An analysis of the shifting and incidence of taxation and of the economic effects of the principal types of taxation upon economic growth and stability.

121. CORPORATION FINANCE

Financial Organization; Instruments of Enterprise Finance; Promotion and Sale of Securities. Problems of financing growth and expansion. Financial readjustments.

123. FINANCIAL MANAGEMENT

Primary emphasis on financial analysis, decisions, and policies related to the management of working capital and the sources of short-term financing.

124. INVESTMENTS AND INVESTMENT INSTITUTIONS

Nature of investment institutions and the development of their investment programs in practice and theory.

125. FINANCIAL POLICY

Emphasis placed on financial analysis and theory pertinent to financial structure, capital structure, dividend policy, cost of capital, capital budgeting, and investment policy and valuation.

126. **DYNAMICS OF THE FINANCIAL SYSTEM**
Role and function of financial institutions, financial flows, interest rate structures, money, and capital markets. The implications for the formulation of business financial policy will be highlighted.
127. **PROBLEMS IN PUBLIC FINANCE**
A continuation of course 120. Attention is given to current problems in fiscal matters.
128. **BUSINESS FLUCTUATIONS AND FORECASTING**
A study of the nature and causes of instability in an industrial economy.
129. **SENIOR FINANCE SEMINAR**
Students study and discuss selected topics in financial management, theory, and research. The selected topics will be partially determined by interests of the seminar members. Emphasis is placed on discussion of a paper and individual reading.
130. **ACCOUNTING PRINCIPLES I**
Valuation in financial accounting. Prerequisite: BA 2.
131. **ACCOUNTING PRINCIPLES II**
Valuation in financial accounting. Prerequisite: BA 130.
132. **ACCOUNTING PRINCIPLES III**
Accounting for proprietary interests. Prerequisite: BA 131.
133. **ACCOUNTING PRINCIPLES IV**
Accounting for proprietary interests. Prerequisite: BA 132.
134. **ACCOUNTING ANALYSIS**
Interpretation of accounts in terms of funds and costs. Prerequisite: BA 3.
135. **ACCOUNTING PROBLEMS**
Analysis of complex accounting problems. Prerequisite: BA 132.
136. **COST ANALYSIS**
Standard costs and budgetary techniques for cost control. Cost and profit analyses for decision-making purposes, including direct costing, profit-volume analysis, and break-even analysis. Prerequisite: BA 3.
137. **AUDITING**
The techniques of external auditing, which are based upon the purpose of an audit and upon the conventional standards to which these techniques should conform.

138. **INCOME TAXATION I**
Federal income tax practice and theory applied to the determination of tax liability of the individual. Similarities and differences, when appropriate, are indicated for partnerships and corporations.
139. **INCOME TAXATION II**
Federal income tax theory and practice applied to the determination of tax liability of corporations, partnerships, estates, trusts, and gifts.
147. **SOCIOLOGY OF MANAGEMENT**
Consideration of formal and informal groups and organizations in industry.
148. **PRINCIPLES OF INSURANCE**
A survey course to acquaint the student with the general principles of insurance and their application to the various branches of the field.
150. **LIFE INSURANCE**
Studies of the theoretical concepts of the business and personal uses of life insurance and annuities.
157. **THE ELEMENTS OF MANAGEMENT SCIENCE**
Modern quantitative concepts in management and their application to problems in different functional areas of business administration. Requires familiarity with basic mathematical procedures.
158. **GOVERNMENT AND BUSINESS**
A study of federal and state economic powers and how they have been used to promote and regulate business activity.
159. **ECONOMICS OF ENTERPRISE**
An exposition of the principles and techniques of the price theory, with particular emphasis on their significance for the operations of individual firms.
160. **ORGANIZATION AND MANAGEMENT**
The nature and meaning of management work, the major areas of management operation, concepts of organization and their applications, departmental and interdepartmental organization and relationships.
162. **BUSINESS POLICIES AND MANAGEMENT**
A study of the interrelationship and coordination of prior functional and managerial courses leading to the formulation and administration of policy. Comprehensive cases comprise the basic material.

163. **PRODUCTION MANAGEMENT**
A survey of production and operations management from the modern point of view. The role of graphical, mathematical and other models in the efficient management of production is discussed.
164. **MATERIALS MANAGEMENT**
An integrated study of the material flow within an industrial firm, including the interaction of material flow with "order" and information flows.
165. **RETAILING**
A study of trends in retailing, and of the forces of competition which constantly introduce dynamic change into retailing. Prerequisite: BA 181.
166. **PERSONNEL ADMINISTRATION**
An intensive review of the role and functions of the personnel department in business organizations, with particular emphasis on wage payment and incentive plans and union-management relations.
167. **PURCHASING**
The problems of procuring and coordinating a flow of raw materials, parts, and supplies with the needs of production and operation of industrial and commercial organizations. Prerequisite: BA 181.
168. **ADMINISTRATIVE PRACTICES**
The application of principles which are pertinent to the effective utilization of human resources within the business organization.
171. **INDUSTRIAL PSYCHOLOGY**
An analysis of the psychological fundamentals affecting individual and group behavior in organizational situations.
181. **PRINCIPLES OF MARKETING**
An exploration of the nature of marketing, the analysis of marketing institutions, and the relationship between demand and marketing.
182. **PRINCIPLES OF MARKETING**
A continuation of 181. A study of pricing policies and public regulation of marketing. Prerequisite: BA 181.
183. **MARKETING AGRICULTURAL PRODUCTS**
A study of the types of agricultural products and their markets; middlemen and their services; price-determining factors; governmental agencies; cooperative marketing.

184. ADVERTISING
An analysis of the marketing psychological and social aspects of advertising. Prerequisite: BA 181.
185. SALES MANAGEMENT
An exploration of the systematic management of marketing activities, including the coordination of production and sales, product planning, and the administration of sales forces. Prerequisite: BA 181.
189. MARKETING RESEARCH
A study of the application of marketing research methodology to the solution of business problems and of the survey method as used in marketing research. Prerequisites: BA 181, BA 182, and Senior standing.
191. JUNIOR HONORS
192. JUNIOR HONORS
193. SENIOR HONORS
194. SENIOR HONORS
195. SENIOR HONORS
199. UNDERGRADUATE RESEARCH PAPER
-

GRADUATE COURSES

(Open to Graduate Students Only)

200. STATISTICS I (3)
Descriptive statistics; probability; binominal and normal distributions; estimation; testing hypothesis; simple correlation and regression; time series and index numbers.
201. STATISTICS II (3)
Chi square, t, and F distributions; variance and covariance analysis; multiple linear correlation and regression; non-parametric tests; sampling plans for surveys.
202. REGRESSION AND CORRELATION (3)
Simple and multiple, linear and curvilinear, regression and correlation analysis. IBM 1620 is utilized to solve these problems.
203. QUALITY CONTROL AND RELIABILITY ANALYSIS (3)
Probability and statistics as applied to quality control and the more recent reliability analysis and life testing.
204. BAYESIAN STATISTICS (3)
Statistical decision theory which is based on the concepts of utility and personal probability.

- 205. SEMINAR IN STATISTICS (3)
- 210. OPERATIONS RESEARCH I (3)
Inventory control; waiting line problem; simulation techniques.
- 211. OPERATIONS RESEARCH II (3)
Linear programming and game theory.
- 212. OPERATIONS RESEARCH III (3)
Integer, quadratic and dynamic programming.
- 213. SEMINAR IN OPERATION RESEARCH (3)
- 216. ACCOUNTING PRINCIPLES (3)
- 217. ACCOUNTING FOR MANAGEMENT I (3)
Analysis, interpretation, and application of accounting techniques for managerial decision making.
- 218. ACCOUNTING FOR MANAGEMENT II (3)
A continuation of BA 217.
- 219. SEMINAR IN ACCOUNTING (3)
- 220. AUDITING (3)
Evaluations of principles and practices in auditing and auditing procedures.
- 221. INCOME TAXATION (3)
The practice of tax accounting.
- 222. ACCOUNTING PROBLEMS (3)
Intensive study of complex accounting problems.
- 223. ACCOUNTING PROBLEMS (3)
A continuation of BA 222.
- 224. ACCOUNTING FOR MANAGEMENT III (3)
Application of accounting in the management of enterprise.
- 225. ACCOUNTING FOR MANAGEMENT IV (3)
A continuation of BA 224.
- 226. PAPER IN ACCOUNTING (3)
- 227. CONTROLS FOR MANAGEMENT I (3)
The concepts and applications of controls throughout a business organization. Emphasis is placed on control philosophies and concepts and the working tools of control.
- 228. CONTROLS FOR MANAGEMENT II (3)
Continuation of Controls for Management I with emphasis on control applications.

230. ECONOMIC PRINCIPLES (3)
A review of basic economic principles concerned with pricing and the level of output.
231. ECONOMIC ANALYSIS OF THE FIRM (3)
An advanced analysis of the application of economic theory to the formulation of business policies and plans. Prerequisite BA 230 or equivalent.
232. ANALYSIS OF BUSINESS CONDITIONS (3)
An advanced analysis of aggregate economic theory with particular emphasis upon economic forces which influence the level of business activity. Prerequisite: BA 230 or equivalent.
233. MACRODYNAMICS (3)
An analysis of the fundamental factors responsible for economic fluctuations and growth, together with a study of tools and techniques of measuring and forecasting business changes. Prerequisite: BA 232.
234. ECONOMIC POLICY (3)
An advanced analysis of public policies designed to affect the size, the composition, and the distribution of the nation's wealth and income. Prerequisite: BA 231 and 232.
235. SEMINAR IN ECONOMICS (3)
237. SEMINAR IN ECONOMIC THOUGHT (3)
238. MATHEMATICAL ECONOMICS (3)
239. ECONOMETRICS (3)
240. SEMINAR IN MONETARY THEORY (3)
241. ECONOMIC DEVELOPMENT (3)
245. FINANCIAL MANAGEMENT I (3)
Emphasis is placed on financial analysis, decisions and policies related to the management of current assets and short term sources of funds. Prerequisite: B.A. 216 or equivalent.
246. FINANCIAL MANAGEMENT II (3)
Emphasis is placed on financial analysis and theory pertinent to financial structure, cost of capital, capital budgeting, investment policy and valuation. Prerequisite: B.A. 245 or equivalent.
247. DYNAMICS OF THE FINANCIAL SYSTEM (3)
Role and functions of financial institutions, financial flows, interest rate structures, money and capital markets. The implications for the formulation of business financial policy will be highlighted. Prerequisite: BA 246.

248. SEMINAR IN FINANCE (3)
Prerequisite: BA 246 and consent of Instructor.
249. INVESTMENT PORTFOLIO MANAGEMENT (3)
Nature of financial institutions and the development of their investment programs and policies both in practice and theory.
Prerequisite: BA 246.
250. SEMINAR IN FINANCIAL RESEARCH (3)
260. MANAGEMENT AND ORGANIZATION (3)
The meaning and nature of administrative organization, basic and modern management concepts, the dimensions of management activities, functional relationships, and problem of integration and communication.
261. THE SOCIOLOGY OF MANAGEMENT (3)
Analysis of social roles and relationships within business.
262. MANAGEMENT SCIENCE: ANALYSIS (3)
The use of graphical and mathematical models and simulation in the analysis of production and other operational problems.
263. SEMINAR IN SOCIOLOGY OF MANAGEMENT (3)
264. SEMINAR IN MANAGEMENT (3)
265. LEGAL ENVIRONMENT OF BUSINESS (3)
An examination of the law and its nature, formation, and application to business by the executive, legislative, and judicial branches of government.
266. MANAGEMENT POLICY (3)
The study of the development of objectives, policies, and organizational structure of businesses by means of case discussion. Limited to students in the final semester of work for the M.B.A.
267. MANAGEMENT SCIENCE: SYNTHESIS (3)
The design of systems for planning and controlling production and other activities. The role of modern information systems is discussed. Prerequisite: B.A. 262.
268. MANAGEMENT OF HUMAN RESOURCES (3)
Management problems concerning people at work, work relationships, maintaining high-level performance, individual and group leadership.
269. COMMUNICATIONS (3)
The sociopsychological principles (and the functional and dysfunctional aspects) of the communication process with particular emphasis on communication patterns and barriers in small groups and large-scale organizations.

270. INTERNATIONAL MANAGEMENT (3)
An analysis of problems associated with international business organizations.
271. SEMINAR IN ORGANIZATION THEORY (3)
272. MANAGEMENT DECISION PROCESSES I (3)
An advanced analysis of the decision process under conditions of uncertainty; applied to management problems.
273. SEMINAR IN ORGANIZATIONAL BEHAVIOR (3)
274. MANAGEMENT DECISION PROCESSES II (3)
A continuation of BA 272.
280. MARKETING MANAGEMENT I (3)
Analysis of principles and methods of marketing from the viewpoint of management through case discussion.
281. MARKETING THEORY (3)
Critical treatment is given to the development of a theoretical basis of marketing and to the economic aspects of marketing. Prerequisite: BA 282.
282. MARKETING MANAGEMENT II (3)
Economics of pricing, product and sales planning, and public regulation of marketing are considered. Prerequisite: BA 280.
283. SEMINAR IN MARKETING (3)
284. ADVERTISING MANAGEMENT I (3)
A consideration of the coordination of advertising with other sales promotional tools. Prerequisite: BA 282.
285. SEMINAR IN MARKETING THEORY (3)
286. MARKETING INSTITUTIONS (3)
A study of the history and economics of the various institutions through which goods pass between production and consumption. Prerequisites: BA 280 and BA 282.
287. ADVERTISING MANAGEMENT II (3)
A study of the problems of using advertising in conjunction with other methods of sales promotion in industrial and consumer marketing, as developed from case discussions; a managerial rather than a technical or creative consideration of advertising. Prerequisites: B.A. 284 or the consent of the instructor.
288. MARKETING RESEARCH I (3)
The application of research methodology to the solving of marketing problems, and the application of marketing research to management thinking. Prerequisite: BA 282.

289. MARKETING RESEARCH II (3)
Continuation of BA 288. Prerequisite: BA 282 and BA 288.
290. PUNCHED CARD DATA PROCESSING (3)
Principles and procedures involving the use of IBM Card Punch 26, Sorter 82 and Accounting Machine 407, to provide management with the reports for intelligent decisions.
291. ELECTRONIC COMPUTER DATA PROCESSING
Principles and procedures involving the use of IBM Card Punch 26 and Electronic Computer 1620.
292. MATHEMATICAL ANALYSIS I (3)
Introduction to analytical geometry, differentiation and integration and their applications.
293. MATHEMATICAL ANALYSIS II (3)
A continuation of BA 292.
294. MATHEMATICAL ANALYSIS (3)
An introduction to finite mathematics; linear algebra.
297. BUSINESS ETHICS (3)
A consideration of ethical problems which grow out of business practices; an inquiry into competitive and interpersonal relationships.
298. INDEPENDENT STUDY (3)
Individual research projects. (Consent of the faculty must be obtained before enrollment for the course.)
299. MASTER'S THESIS (3)
An independent investigation in some business area of specialization. (Required: Consent of the faculty.)
300. DOCTORAL SEMINAR IN STATISTICS I (3)
301. DOCTORAL SEMINAR IN STATISTICS II (3)
316. DOCTORAL SEMINAR IN ACCOUNTING I (3)
317. DOCTORAL SEMINAR IN ACCOUNTING II (3)
330. DOCTORAL SEMINAR IN ECONOMICS I (3)
331. DOCTORAL SEMINAR IN ECONOMICS II (3)
345. DOCTORAL SEMINAR IN FINANCE I (3)
346. DOCTORAL SEMINAR IN FINANCE II (3)
360. DOCTORAL SEMINAR IN MANAGEMENT I (3)
361. DOCTORAL SEMINAR IN MANAGEMENT II (3)
380. DOCTORAL SEMINAR IN MARKETING I (3)
381. DOCTORAL SEMINAR IN MARKETING II (3)
399. PH.D. DISSERTATION



ECONOMICS

UNDERGRADUATE COURSES

1. PRINCIPLES OF ECONOMICS
An introduction to the general principles, terminology and methods of macroeconomics. No prerequisite.
2. PRINCIPLES OF ECONOMICS
An introduction to the general principles, terminology and methods of microeconomics. No prerequisite.
12. AMERICAN ECONOMIC HISTORY
A study of the economic history of the United States, with special emphasis upon our basic economic organizations, such as the business enterprise, the labor union, and the economic functions of government.
110. HISTORY OF ECONOMIC DOCTRINES
A study of the evolution of economic ideas and their influence on the development of economic practices.
111. MATHEMATICAL ECONOMICS
The formulation and evaluation of economic theories by the use of mathematical methods.
112. ECONOMETRICS
The application of mathematical and statistical methods to the analysis of economic data.
113. INDUSTRIAL ORGANIZATION
A microanalysis of the structure, conduct, and performance of American industry.
114. PRICE THEORY
The formulation and explanation of the theory of output, costs, and product prices and of the theory of the employment of, and returns to, the factors of production.
115. AGGREGATE ECONOMIC THEORY
An analysis of the level of national income and its determinants.

116. **ECONOMIC DEVELOPMENT OF THE UNITED STATES**
An analysis of the principal factors governing the growth and expansion of the American economy since 1800.
117. **ECONOMIC DEVELOPMENT OF EUROPE**
A study of the preindustrial environment and industrial growth patterns of the western European countries.
118. **COMPARATIVE ECONOMIC SYSTEMS**
A comparison of free market economies with partially and fully planned economies.
119. **PUBLIC FINANCE**
An analysis of public expenditures, public revenues, and public debt with particular emphasis upon their effects on the economy.
120. **TAXATION**
An analysis of the shifting, incidence, and economic effects of the various forms of taxation.
122. **MONEY AND BANKING**
A theoretical, institutional, and historical approach to the study of money and banking, with particular emphasis upon the relationship between the monetary and banking system and the rest of the economy.
128. **BUSINESS FLUCTUATIONS AND FORECASTING**
A study of the nature and causes of economic instability in an industrial economy.
129. **ECONOMIC DEVELOPMENT**
An analysis of the historical and theoretical context underlying present efforts to increase the rate of economic growth in underdeveloped countries.
150. **LABOR ECONOMICS**
A study of labor productivity, income, and employment and how they are affected by labor organizations and labor legislation.
159. **ECONOMICS OF ENTERPRISE**
An analysis of cost and price relationships in the individual firm in the industry, and in the economy.
180. **INTERNATIONAL ECONOMICS**
An analysis of the theory of international trade, of problems in balance of payments adjustments, and of international economic policies.

GRADUATE COURSES
(Open to Graduate Students only)

230. ECONOMIC PRINCIPLES (3)
A review of basic economic principles concerned with pricing and the level of output.
231. ECONOMIC ANALYSIS OF THE FIRM (3)
An advanced analysis of the application of economic theory to the formulation of business policies and plans. Prerequisite: Econ. 230 or equivalent.
232. ANALYSIS OF BUSINESS CONDITIONS (3)
An advanced analysis of aggregate economic theory, with particular emphasis upon economic forces which influence the level of business activity. Prerequisite: Econ. 230 or equivalent.
233. MACRODYNAMICS (3)
An analysis of the fundamental factors responsible for economic fluctuations and growth, together with a study of tools and techniques of measuring and forecasting business changes. Prerequisite: Econ. 232.
234. ECONOMIC POLICY (3)
An advanced analysis of public policies designed to affect the size, the composition, and the distribution of the nation's wealth and income. Prerequisites: Econ. 231 and Econ. 232.
235. SEMINAR IN ECONOMICS (3)
237. SEMINAR IN ECONOMIC THOUGHT (3)
238. MATHEMATICAL ECONOMICS (3)
239. ECONOMETRICS (3)
240. SEMINAR IN MONETARY THEORY (3)
241. ECONOMIC DEVELOPMENT (3)
242. SEMINAR IN INTERNATIONAL ECONOMICS (3)
Prerequisite for all Seminars: See course announcement.
243. SEMINAR IN INDUSTRIAL ORGANIZATION (3)

The following courses in other departments of the university are among those which are either required or can be undertaken as electives by students in the School of Business. For a complete listing of courses refer to the catalogues of the College of Humanities and Sciences and the School of Engineering.

BIOLOGY COURSES (BL)

11. BASIC PRINCIPLES OF BIOLOGY

Comparative studies of the structure, function, heredity, evolution, and diversity of organisms. Laboratory. Fall and Winter terms.

12. BASIC PRINCIPLES OF HUMAN BIOLOGY

A modern approach to man's structure, function, reproduction, and development; an examination of his role in nature. Laboratory. Winter and Spring terms.

CHEMISTRY COURSES (CH)

7. GENERAL CHEMISTRY

Elementary principles and properties of the more important elements and their compounds. Study of the more important chemical theories. For the nonprofessional student. Laboratory or demonstrations. Fall term.

8. GENERAL CHEMISTRY

Continuation of 7. Compounds of carbon; biochemical, industrial, and electrochemical discussions. Ionic equilibria and inorganic analysis. Prerequisite: CH 7. Demonstration or laboratory. Winter term.

ENGLISH COURSES (EN)

B. REMEDIAL READING

Recommended for students who score poorly in the reading comprehension placement tests. No credit. Fall term.

C. RAPID READING

Recommended for students who need to improve their ability

to read rapidly with maximum comprehension. No credit. Winter and Spring terms.

1. COMPOSITION

Expository, argumentative, persuasive writing. Emphasis on logic of rhetoric. Fall and Winter terms.

2. INTRODUCTION TO LITERATURE

Theory of literature, principles of critical analysis, readings in poetry and drama. Emphasis on written expression. Winter and Spring terms.

20. BUSINESS COMMUNICATIONS

Theory and practice of effective written expression in the business world. Designed for students in the College of Business. Fall, Winter, and Spring terms.

FOREIGN LANGUAGES

Foreign languages are available as electives to students in the School of Business. See catalogue of the College of Humanities and Sciences for course descriptions and requirements.

HISTORY COURSES (HS)

4-

5. HISTORY OF WESTERN CIVILIZATION. Two Terms.

A general survey of Western culture from its beginnings to the present, emphasizing those institutions which have shaped modern civilization.

17-

18. SURVEY OF UNITED STATES HISTORY. Two Terms.

A general course tracing the major political, social, economic, and expansionist trends in our history from colonial origins to recent times.

MATHEMATICS COURSES (MA)

1. ALGEBRA AND TRIGONOMETRY

A course in algebra and trigonometry, primarily for students in engineering and the sciences. Fall, Winter, and Spring terms.

2. BASIC CONCEPTS OF MODERN MATHEMATICS
Designed for prospective teachers. Topics include the algebra of sets, number systems, and inequalities. Winter term.
3. FINITE MATHEMATICS
Designed for students in the biological and social sciences. Topics include the algebra of sets, partitions and enumeration, probability, linear programming, and applications. Fall, Winter, and Spring terms.
11. ANALYTIC GEOMETRY AND CALCULUS I
Elementary analytic geometry, differentiation, applications of differentiation, and integration. Prerequisite: Mathematics 1 or a satisfactory score on the University placement examinations. Fall and Winter terms.
12. ANALYTIC GEOMETRY AND CALCULUS II
Applications of integration, transcendental functions, methods of integration, determinants and linear equations, plane analytic geometry, hyperbolic functions. Prerequisite: Mathematics 11. Winter and Spring terms.
13. ANALYTIC GEOMETRY AND CALCULUS III
Polar coordinates, vectors, parametric equations, solid analytic geometry, partial differentiation, multiple integration. Prerequisite: Mathematics 12. Fall and Spring terms.
21. CALCULUS AND DIFFERENTIAL EQUATIONS
Infinite series. Solutions of ordinary differential equations, existence theorems, series solutions. Prerequisite: Mathematics 13. Fall and Winter terms.
52. INTRODUCTION TO MODERN ALGEBRA
Groups, fields, integral domains, applications to number theory. Polynomials and polynomial equations. Winter term.
53. LINEAR ALGEBRA
Vector spaces, linear transformations, algebra of matrices, quadratic forms, characteristic equations. Spring term.

PHILOSOPHY COURSES (PL)

1. HISTORY OF ANCIENT AND MEDIEVAL PHILOSOPHY
A comprehensive survey of the history of philosophy from its beginning with the Greeks to the end of the Medieval Period.

2. HISTORY OF MODERN AND RECENT PHILOSOPHY
A continuation of Philosophy 1, extending from the Renaissance to the present day. Prerequisite: PL 1.
3. LOGIC
Introduction to traditional or Aristotelian logic. Science of correct thinking, deductive and inductive inference. Exercises in logical thinking.
101. PHILOSOPHY OF MAN
Philosophical psychology as distinct from empirical psychology. Man in his unity; his sensitive, intellectual, and volitional life. Prerequisites: PL 1 and 2, or 4.
102. METAPHYSICS
Ontology and natural theology. Being and becoming, essence and existence, substance and accident, cause and effect. Philosophical theories on God and the universe evaluated. Prerequisite: PL 101.
103. ETHICS
The general principles of morality. Human conduct, moral standards, the moral law, obligation and responsibility, virtue and vice, rights and duties. Prerequisite: PL 102.

PHYSICS COURSES (PH)

1. GENERAL PHYSICS
Mechanics, heat, and sound. Elective for nonscience majors. Required course for premedical students. Prerequisite: MA 1 or equivalent. Fall term.
2. GENERAL PHYSICS
Electricity and magnetism. Light and modern physics. Prerequisite: PH 1. Winter term.

POLITICAL SCIENCE COURSES (PO)

1. INTRODUCTION TO AMERICAN GOVERNMENT
The underlying principles of the American federal state. Basic ideas of American politics. The structure and powers of the American national government. Principles of the California constitution and government.

2. INTRODUCTION TO COMPARATIVE POLITICS

Government and politics in Great Britain, France, Germany, and Russia. Emphasis upon the development of analytical abilities and critical skills in the evaluation of political behavior, processes, and institutions.

PSYCHOLOGY COURSES (PS)

1. GENERAL PSYCHOLOGY

The scientific study of human and animal behavior in terms of perception, motivation, and adaptive efforts. Emphasis placed on an analytic understanding of the elements of behavior and experience. Winter term.

2. GENERAL PSYCHOLOGY

Neurological and physiological mechanisms underlying perception, motivation, and adaptive behavior. Man's abilities, personality development, and sociopsychological influences. Spring term.

SOCIAL SCIENCES COURSES (SS)

1. HUMAN GEOGRAPHY

World survey of man's occupation and utilization of the earth. Basic interrelations of human life and elements of natural environment.

4. ECONOMIC GEOGRAPHY

Relation, from the world point of view, of man's industries (agriculture, lumbering, mining and quarrying, manufacturing, transportation, commerce) to the natural environment.

50. MATHEMATICAL ANALYSIS I

An introduction to finite mathematics and application of the concepts to the social sciences.

51. MATHEMATICAL ANALYSIS II

An introduction to mathematical differentiation and integration with application to the social sciences.

55. PRINCIPLES OF STATISTICS

Introduction to statistical methods, techniques of elementary statistical analysis. Nature of data, logic of statistical induction, inherent limitations. Averages, variations, index numbers, etc.

SOCIOLOGY COURSES (SO)

1. **PRINCIPLES OF SOCIOLOGY**
Critical survey of basic elements of sociological analysis: social organization, culture, socialization stratification, etc. Society, social processes, and social institutions.
2. **PRINCIPLES OF SOCIOLOGY**
Comprehensive analysis of specialized areas of sociological inquiry: the social problems of America. The costs and casualties in an acquisitive society.
11. **SOCIETY AND THE INDIVIDUAL**
Introduction to social psychology. Social factors involved in attitude and personality change in different cultures. The individual as a functioning segment of social organization.
129. **THE PROCESS OF COMMUNICATION**
Communication as a sociopsychological and cultural process. Communication patterns in small groups, in bureaucracy. Organization, functions, and development of mass media. Comparison of systems.
147. **SOCIOLOGY OF INDUSTRY**
Social organization of the work-plant society. Work groups and work relations in formal and informal organizational structures. Industrial conflict: union and management in an interdependent society.
148. **SOCIOLOGY OF COMPLEX ORGANIZATIONS**
Critical analysis of administrative, economic, and political organizations; their roles in modern societies. Structures, functions, and disfunctions. Leadership in specialized interdependent organizations.
150. **SOCIAL PSYCHOLOGY**
Critical analysis of interrelationships between culture and personality. Formation of the social self. Interpersonal relations. Role theory and behavior. NCX*
161. **SMALL GROUPS**
The small group as a research technique and as a social process. Interpersonal influence, social learning, and change in group structure. Experimental demonstrations and class problems. NCX*

* Exempted from challenge.

170. SOCIAL CHANGE

Significant trends and issues in contemporary American society and in the world. The utility of sociological concepts and principles in understanding contemporary society.

SPEECH AND THEATRE ARTS (TA)

1. FUNDAMENTALS OF EXPRESSION

A basic course in oral communication, stressing the practice of extemporaneous speaking. Organization and content are emphasized, as well as the delivery of informative and persuasive talks. Fall, Winter, and Spring terms.

3. LANGUAGE AND THOUGHT

A study of the basis and problems of symbolic communication between the individual and the world, within the individual, and between individuals. Extensive practice in analytical techniques. Winter and Spring terms.

6. DEBATE

Principles and techniques of argumentation as applied to debate. Extensive practice in varied debate situations. Fall term.

THEOLOGY COURSES (TH)

5. THE OLD TESTAMENT

Introduction to the individual books. Exegesis of selected passages. Key themes of Old Testament biblical theology. Basic principles of inspiration, inerrancy, literary forms and interpretation.

6. THE GOSPELS

The formation of, and the literary forms in, the individual Gospels. Exegesis of the key themes in the theology of the Synoptics and St. John. The structure of the Church instituted by Christ, the role of faith.

7. THE HISTORY OF CHRISTIANITY I

Development of Christian knowledge from the Acts of the Apostles, through the early Christian writers, creeds, councils, liturgy, theological disputes and dogmatic decrees, up to the Eleventh Century.

10. THE EPISTLES OF ST. PAUL
Study of the sources and structure of St. Paul's writings and the main themes in his theology: the Law, Sin, Justification, God's plan in history, Christ, the Church, the Completion.
107. THE HISTORY OF CHRISTIANITY II
Development of Christian knowledge from the Eleventh Century through the councils, etc., to the present.
111. PRINCIPAL DOGMATIC TRUTHS
The Trinity, the Incarnation, Original Sin, Redemption, Mariology.
112. GRACE AND THE SACRAMENTS
Sanctifying and actual grace, God's presence in human life and man's response. Survey of the seven sacraments in which Christ sanctifies His Mystical Body the Church. Emphasis on the Holy Sacrifice of the Mass and on Christian Marriage.
113. LITURGY AND THE CHRISTIAN COMMUNITY
The nature of the liturgical action, survey of the development of the liturgy. The sacraments considered as acts of the Church's liturgy. Participation in the liturgy as growth in Christian holiness.
122. THE SOCIAL ENCYCLICALS OF THE POPES
A study of the great social documents of the modern popes — Leo XIII, Pius XI, Pius XII, and John XXIII — as sources of Christian and secular morality in the areas of economic and political decision, both national and international.
150. CONTEMPORARY PROBLEMS
Investigation of problems arising from outstanding contemporary writings, selected by the instructor. Readings and discussion. Open only to seniors. Spring term.
151. SPECIAL QUESTIONS
Questions selected in the area of special interest of the instructor. Readings and discussion. Open only to seniors. Spring term.
155. SOCIOLOGY OF RELIGION
The structure and functions of religion in modern society.



ADVISORY BOARD SCHOOL OF BUSINESS

F. W. Ackerman
Chairman of the Board
Greyhound Corporation

Charles A. Black
Private Business Consultant

Renick Buckles
Partner
Arthur Andersen & Company

Kenneth Challen
President
Cooper, Challen Realty
Company

Francis H. Clougherty
President
Clougherty Packing Company

Ransom M. Cook
Chairman of the Board
Wells Fargo Bank

A. A. Dempsey
President
Dempsey Insurance, Inc.

George C. Fleharty
President
Shipstad & Johnson

C. E. Frizzell
General Manager
I.B.M. Corporation

Joseph George, Jr.
Chairman School of Business
Advancement Committee
Distributor

J. M. Hait
Chairman of the Board
FMC Corporation

John J. Hartmann
Vice-President
Kern County Land Company

Charles S. Hobbs
Vice-President
Broadway Hales Stores, Inc.

Ernest Ingold
President
Ernest Ingold, Inc.

Emile D. Maloney
Vice-President
The Pac. Tel. & Tel. Company

J. B. McCowan
Vice-President & Secretary
Fireman's Fund Ins. Company

Joseph McMicking
President
Financiera Sotogrande, SA

Peter Pasetta
President
Pasetta Construction Company

Dr. Sidney L. Schwartz
Senior Partner (Emeritus)
Sutro & Company

S. L. Sibley
President
Pacific, Gas & Electric Company

G. J. Ticoulat
President (Emeritus)
Crown Zellerbach International

C. K. Wilson
Vice-President
FMC Corporation

FACULTY

GRADUATE SCHOOL OF BUSINESS AND SCHOOL OF BUSINESS

NORMAN L. AMY (1963)

Lecturer in Business Administration

B.A., University of Denver; A.M., Ph.D., University of Texas.

O. ROBERT ANDERSON (1942)

Professor of Business Administration

B.A., University of Washington; C.P.A., State of Oregon; M.B.A., University of Washington.

LORENZO M. BELOTTI (1959)

Professor of Economics and Business Administration

Chairman, Department of Economics

B.A., Midwestern University; A.M., Ph.D., University of Texas.

LOUIS F. BOITANO (1947)

Associate Professor of Business Administration

B.S.C., University of Santa Clara; C.P.A., State of California.

JAMES B. BOULDEN (1961)

Associate Professor of Management

B.S., University of Illinois; B.B.A., Baylor University; M.S., D.B.A., Indiana University.

WARNER O. BRANDENBURG (1967)

Associate Professor of Business Administration

B.S.C. Northwestern University, M.S. University of Illinois, Ph.D. University of Illinois.

PAUL L. BROWN (1965)

Professor of Business Administration

BS., University of Illinois; M.S., Oklahoma A & M; Ph.D., Ohio State University.

WILLIAM K. BROWN (1960)

Lecturer in Management

EDWARD W. BUTLER (1962)

Professorial Lecturer in Management

B.S.M.E., Stanford University.

B. BALLARD CHEATHAM (1964)

Assistant Professor of Business Administration

B.S., U.S. Naval Academy; M.A., Stanford University.

FRANCIS JOSEPH CORRIGAN (1967)

Professor in Business Administration

B.S.C., Saint Louis University; M.B.A., Stanford University; Ph.D., Saint Louis University.

RICHARD T. COZ, S.J. (1963)

Assistant Professor of Economics and Business Administration

A.B., M.A., Gonzaga University; Candidate for Ph.D., University of North Carolina.

CHARLES J. DIRKSEN (1938)

Professor of Business Administration; Dean

B.S.C., M.S.C., St. Louis University; LL.D., University of Santa Clara.

ELMER D. FAGAN (1962)

Professor of Economics and Business Administration

A.B., University of Oklahoma; A.M., Ph.D., Harvard University.

STANLEY FROMOVITZ (1968)

Assistant Professor of Business Administration

B.A., M.A., University of Toronto; Ph.D., Stanford University.

PAUL V. HARRELL (1963)

Assistant Professor of Business Administration

B.S., University of California at Los Angeles; M. Acc., University of Southern California; C.P.A., State of California.

HARRY P. HARTKEMEIER (1960)

Professor of Business Administration

B.S., University of Louisville; A.M., Harvard University; Ph.D., University of Chicago.

ROBERT F. JACOBS (1961)

Lecturer in Business Administration

J.D., University of Santa Clara.

DENNIS JOHNSON (1967)

Assistant Professor of Business Administration

M.A., University of California at Berkeley; B.A., San Diego State; Candidate for Ph.D., U.C.L.A.

ELIOT JONES (1952)

Professor of Business Administration

A.B., Vanderbilt; A.M., Ph.D., Harvard University.

JOSEPH P. KELLY (1939)

Associate Professor of Business Law

Ph.B., Holy Cross College; J.D., LL.M., New York University.

CHAIHO KIM (1964)

Assistant Professor of Business Administration

B.A., Ouachita College; M.S., Ph.D., Columbia University.

H. B. KIRSHEN (1967)

Professor of Business Administration

B.S., Whitman College; M.A., Columbia University; Ph.D., University of Wisconsin.

AHMED KOOROS (1966)

Associate Professor of Business Administration and Economics

B.A., Teheran University; M.A. 1958, Ph.D., University of Southern California.

WITOLD KRASSOWSKI (1957)

Associate Professor of Sociology; Chairman, Department of Sociology

B.Sc., M.S., Purdue University; Ph.D., University of California, Los Angeles.

THOMAS W. KULP

Lecturer in Business Administration

B.S., M.B.A., Penn State University; C.P.A., State of California.

LAWRENCE C. LOCKLEY (1960)

Professor of Business Administration; Chairman, Department of Marketing

A.B., A.M., University of California; A.M., Ph.D., Harvard University.

CHARLES F. LOUIE (1963)

Associate Professor of Business Administration

B.S., M.B.A., Ph.D., University of California, Berkeley.

THOMAS MAIER (1967)

Professor of Business Administration

B.S., M.S., D.Ed, Temple University; CPA, State of California.

ANTHONY MALO (1965)

Instructor in Business Administration

B.S.E.E., Stanford University; M.B.A., University of Santa Clara; Candidate for Ph.D., University of Santa Clara.

FREDERICK R. McFADDEN (1966)

Assistant Professor of Business Administration

B.S.M.E., Michigan State University; M.B.A., University of California, Los Angeles; Ph.D. Candidate, Stanford University.

PETER F. McLOUGHLIN (1963)

Professor of Economics and Business Administration

B.A., University of British Columbia; Ph.D., University of Texas.

JOSEPH F. X. MONASTA (1948)

Lecturer in Business Administration

A.B., Anselm College; M.B.A., Stanford University.

SOREN T. NIELSEN (1966)

Assistant Professor of Economics & Business Administration

B.A., Washington State University; Ph.D. Candidate, Stanford University.

DERAY NORTON (1967)

Assistant Professor of Economics & Business Administration

B.S.E.E., University of Utah; Ph.D. Candidate, University of Wisconsin.

DWAYNE ORTON (1961)

Professorial Lecturer in Administration

A.B., University of Redlands; A.M., College of the Pacific; LL.D., University of Redlands.

JOHN PAGANI (1954)

Professor of Business Administration; Chairman, Department of Accounting; Associate Dean

B.S.C., University of Santa Clara; Ph.D., Stanford University.

D. ROBERT PAPER (1960)

Professor of Business Administration; Chairman, Department of Finance

A.B., A.M., Ph.D., Stanford University.

E. GROSVENOR PLOWMAN (1962)

Professorial Lecturer in Administration

Ph.D., University of Chicago.

G. LEE SANDRITTER (1963)

Professorial Lecturer in Administration

M.D., University of Nebraska.

RONALD L. STUCKY (1966)

Professor of Business Administration

B.S.A., Purdue University; M.B.A., Harvard University; Ph.D., Purdue University.

CHARLES L. THORPE (1964)*

Professorial Lecturer in Administration

B.B.A., M.B.A., Golden Gate College; M.A., San Francisco State College; Candidate Ph.D., University of California, Berkeley.

JOSEPH M. TRICKETT (1958)

Professor of Administration; Chairman, Department of Administration; Director, the Management Center

Ph.B., Washburn University; M.B.A., Ph.D., Stanford University.

ZBYNEK L. VANCURA (1962)

Associate Professor of Business Administration

A.B., Netherlands School of Economics; Drs. (Econ.)

PRETORIUS VAN DEN DOOL (1965)

Assistant Professor of Business Administration

B.A., M.A., D.B.A., University of Oregon.

THADDEUS J. WHALEN, JR. (1962)

Associate Professor of Economics and Business Administration

B.S., University of Santa Clara; A.M., Ph.D., University of California, Berkeley.

Teaching Assistants and Lecturers

STEWART BERKSHIRE (1967)

B.S., U.S. Naval Academy; M.B.A., San Jose State College.

CHARLES DAVID COLE (1967)

B.S.E.E., Stanford University; M.B.A., University of Santa Clara.

FERNANDO V. HERNANDEZ (1967)

B.S.C., University of Santa Clara; M.B.A., University of Santa Clara; LL.B., University of California.

DAVID E. LAMBOURNE (1967)

A.B., Stanford University; M.B.A., Stanford Graduate School.

LEE LATTANAND (1967)

B.S., University of San Francisco; M.B.A., University of Santa Clara.

MAHENDER P. MOHILLAJEE (1966)

B.A., Punjab University; B.S.M.E., Howard University; M.B.A., University of Santa Clara.

DANTE E. SANTOS (1967)

B.B.A., University of the East, Philippine; M.B.A., University of Santa Clara.

*Died October 1967

INDEX

Accounting and Statistics Curriculum	93
Accreditations of the University	38
Activities, Student (eligibility rules)	59
Administration Curriculum	94
Administrators, University	42
Admission	
Admission Requirements—(see Entrance Requirements)	
Advanced Placement	25
Application and Admission Deadlines . .	25
Early Decision Plan	25
Freshman Prerequisites	22
Graduate Division	95
Advanced Standing—(Placement)	25-26
Advisory Board, School of Business	127
Affiliations, School of Business	87
Aids, Financial	27
Associated Students	67
Athletics	71
Attendance	61
Auditing Courses—(fee)	61
Awards, General Achievement	79
Band—(ROTC)	71
Band—(University)	71
Block S.C. Society	71
Board, Advisory—(School of Business)	127
Board of Regents—(University)	41
Board of Trustees—(University)	40
Business Administration	
Degree Requirements	96-102
Entrance Requirements	89, 95
Graduate Division Courses	109-114
Undergraduate Division Courses . . .	103-109
Courses in Other Departments of the University	118-125
Calendar (1968-69); Univ. Academic Year . .	5
Challenging Courses	60
Examinations and Grades	60
Chaplain—(counseling services)	33

Choir, University	71
Clubs, Student	68-71
College Prizes	79-80
Commission in US Army Reserve and Regular Army	48-49
Conduct, Student	31-32
Corporate Title of the University	40
Costs, Student	27, 63-64
Counseling Services	
Chaplain, Deans, Director of Testing Guidance Center, Psychologists and Psychiatrists	33
Courses, Changing	62
Courses, Entering or Withdrawing	57
Courses, Repetition of	57
Courses, Transfer of	57
Credit—(academic)	
Military Science	59-60
Term—(courses related to other systems of credit)	56
Transfer of	57
Degrees—(also see majors)	
General Requirements for Graduation ..	90-94
Graduate Division	95-99
Departmental Organizations	69-71
Departmental Prizes	80-82
Dismissal, Disqualification, Student	58
Divisions of the University—(general)	17-21
Doctor of Philosophy Degree Program ..	100-102
Early Decision Plan—(admission)	25
Economics Courses	115-117
Economics Curriculum	93
Entrance Requirements	
Undergraduate	89
Graduate	95
Examinations, General Information	59
Expenses, Student (detailed)	63-64
Extension Division	52-53
Faculty	
Business Administration	128-131

ROTC	51
Fees, Student—(in general)	63
Finance Curriculum	93-94
Financial Aids	27
Foreign Studies	22
Full-time Student	64
Funds and Loans	64-65, 66
Government, Student	32
Grade Points—(numerical average)	57
Graduate Division	93
Graduation Honors	62
Graduation Requirements—see also	
Degree Requirements	61
Guidance Center	33
Health Examination—(pre-entrance)	31
Health Service, Student	31
Honors Program—(see Major in school or college)	
Housing, Student—(general)	33
Incompletes	58
Information (where to write)	23
Intramural Sports	71
Jesuit Scholarships	79
Jobs, Student	67
Law Student—(full and part-time)	64
Library, Michel Orradre	15
Staff	43
Loads—(per term)	56
Loan Funds	64-65, 66
Management and Administration	
Curriculum	94
Management Center, The (School of	
Business Administration)	103
Map, Campus	34-35
Marketing Curriculum	94
Master's Degree	95
Medical Care	31
Memberships of the University	38
Military Science—(ROTC)	45-51, 59-60
Officers, Administrative (Business	
Administration)	87

Organizations, Student	68-71
Orradre, Michel (Library)	15
Staff	43
Part-time Student	56, 61, 64
Payment, Method of	64
Petition for Challenging Courses	60
Ph.D.—(see Doctor of Philosophy)	
Placement, Advanced	25-26
Placement Bureau	30
President, Associated Students	59
Prizes, College	79-80
Prizes, Department	80-82
Probation	58
Publications, Student	67
Readmission	26-27
Refunds	
Board and Room	66
Tuition, Business Administration	90
Tuition, General Schedule of Refunds ..	65
Regents, Board of—(University)	41
Registration—(also see Admission)	
Undergraduate—(in general)	56
Undergraduate—(Business Administration)	88
Graduate (Business Administration) ...	95
Repetition of a Course	55
Regulations, Academic	56
Reinstatement	58-59
Religious Organizations	67
Repetition of Courses	57
Residence Requirements	61
Rights Reserved	62
Room and Board—including refunds)	63, 66
ROTC—(see Military Science)	
Santa Clara Plan, The	16
Schedule of Classes	56
Scholarships, Description of	74-79
Jesuit	79
Undergraduate—(entering students, present students, transfer students)	72

Qualifications	73
Societies	
Athletic—(Block S.C.)	71
Departmental	69-71
National	68-69
Sports, Intramural	71
Student Activities	
Eligibility Rules	59
Government	67
Student Expenses	63-64
Student Health Service	31
Student Life	
Freshman Week, Social Functions,	
Recreation	29
Rules	30
Student Publications	67
Students, Associated—(ASUSC)	67
Study Load	56
Summer Session	52
Suspension	58
Transfer of Credit	57
Trustees, Board of—(University)	40
Tuition and Fees—(detailed)	63-64
M.B.A. and Ph.D.	96, 102
Deferred Payment Plans	66
Refund Schedule	65-66
Unpaid Bills	64
Undergraduate Regulations	56-58
Withdrawal from the University	59
Withdrawing from Courses	57



